

Blairstown Township

Housing Element & Fair Share Plan

Adopted: December 15, 2008

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The original of this report was signed and sealed in accordance with NJSA 45:14A-12



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INTRODUCTION

According to the Fair Housing Act of 1985, a Housing Plan Element must be designed to address the municipal fair share for low and moderate income housing as determined by The New Jersey Council on Affordable Housing (“COAH”), which is charged with determining need and creating the standards by which the Act is carried out.

This is Blairstown Township’s second Housing Element and Fair Share Plan (“HEFSP”) under COAH’s new Third Round methodology for the period 2004 to 2018. Blairstown petitioned COAH with a Third Round Plan on September 20, 2005 and COAH replied with a report requesting additional information in March of 2006. The Township re-petitioned on June 25, 2006. In the interim COAH’s Third Round Rules were challenged in court and COAH ceased to review all submittals for substantive certification.

COAH has substantially redesigned the process that provides affordable housing opportunities in New Jersey municipalities. During the First and Second Rounds, using a predetermined formula, COAH prescribed a specific number of units for which a municipality had to provide a realistic opportunity. The prescribed number was based on housing and employment conditions in the municipality, any remaining prior round unit obligation that was not constructed, or otherwise committed for, and deficient housing units occupied by low and moderate income housing units, known as the rehabilitation share.

The Third Round methodology adopted in June 2008 requires that a municipality’s fair share consist of three elements:

- Rehabilitation share;
- Any remaining Prior Round obligation that was not provided for;
- Growth Share
 - For every four market residential units that receive a certificate of occupancy one new affordable housing unit must be created.
 - For every sixteen jobs created upon receipt of certificates of occupancy as a result of non-residential new construction or expansion of existing residences, one affordable unit must be created using COAH formulae relating built non-residential space to number of employees.

MUNICIPAL SUMMARY

The Township of Blairstown is located in Warren County and is considered by the State as an Environmentally Sensitive and Rural Planning Area. According to the State Plan, Blairstown contains three identified Centers – Walnut Valley, Lake Susquehanna and the village of Blairstown. The Township, which is 30.6 square miles in area, is a small rural community characterized predominately by single-family homes and farmland. Blairstown is surrounded by Hardwick, Knowlton, Hope and Frelinghuysen Townships.

Between 1990 and 2000, Blairstown's population increased to 5,747, up 416 persons since the 1990 Census. Looking into the future, the New Jersey Transportation Planning Authority (NJTPA) projects the Township to steadily grow in small increments of roughly 42 persons per year between now and 2030.

Blairstown received second round substantive certification in April of 1998 for a plan that addressed a 54 unit obligation, 11 new construction and 43 rehabilitation units. The Township included an accessory apartment program to address the new construction obligation and rehabilitated 31 units.

In the Township's June 2006 Repetition to COAH, the Third Round Plan included rehabilitated units, two group homes, a regional contribution agreement and a growth share ordinance. The 2006 plan addressed a growth share obligation of 19, which has now increased significantly under COAH's new rules.

For the Third Round, COAH has determined that Blairstown has a rehabilitation obligation of 16 units, a 12 unit prior round obligation and a growth share obligation of 118 units. This is a combined total of 146 units. The following chart shows the Township's COAH components.

BLAIRSTOWN TOWNSHIP: COAH OBLIGATION				
Rehabilitation	Prior Round	Housing Allocation	Employment Allocation	Growth Share
16	12	402 ÷ 5 80.4	597 ÷ 16 37.3	117.7



Blairstown has identified 45 housing credits from rehabilitations and group homes. Strategies to meet Blairstown's obligation include the following:

- Development Fee Ordinance
- Accessory Apartment Program
- Market to Affordable Program
- Supportive/Special Needs Housing
- Municipally-Sponsored/100% Affordable Development

GOAL

It is the overall goal of Blairstown's Housing Element and Fair Share Plan, in combination with the Land Use Plan, to provide the planning context in which access to low and moderate income housing can be provided in accordance with the requirements of the Fair Housing Act and the laws of the State of New Jersey.

CONTENT OF HOUSING PLAN

The Municipal Land Use Law ("MLUL") requires that "the housing element be designed to achieve the goal of access to affordable housing to meet present and prospective housing needs, with particular attention to low and moderate income housing". A municipal master plan must contain a housing element to give a municipality protection from 'builder's remedy lawsuits' through the COAH process. As per the MLUL, the housing element must contain at least the following items:

1. Minimum requirements contained in N.J.S.A. 52:27D-310:
 - a. An inventory of the municipality's housing stock by age, condition, purchase or rental value, occupancy characteristics, and type, including the number of units affordable to low and moderate income households and substandard housing capable of being rehabilitated;
 - b. A projection of the municipality's housing stock, including the probable future construction of low and moderate income housing, for the next ten years, taking into account, but not necessarily limited to, construction



- permits issued, approvals of applications for development and probable residential development of lands;
- c. An analysis of the municipality's demographic characteristics, including but not necessarily limited to, household size, income level and age;
 - d. An analysis of the existing jobs and employment characteristics of the municipality, and a projection of the probable future jobs and employment characteristics of the municipality;
 - e. A determination of the municipality's present and prospective fair share for low and moderate income housing and its capacity to accommodate its present and prospective housing needs, including its fair share for low and moderate income housing; and
 - f. A consideration of the lands that are most appropriate for construction of low and moderate income housing and of the existing structures most appropriate for conversion to, or rehabilitation for, low and moderate income housing, including a consideration of lands of developers who have expressed a commitment to provide low and moderate income housing.
2. Household projection in Appendix F(2) of COAH's Third Round Rules
 3. Employment projection in Appendix F(2) of COAH's Third Round Rules
 4. Prior round obligation in Appendix C of COAH's Third Round Rules
 5. Rehabilitation share in Appendix B of COAH's Third Round Rules
 6. Projected growth share in accordance with N.J.A.C. 5:97-2.4

Supporting Information to be submitted:

7. Copy of most recently adopted municipal zoning ordinance
8. Copy of most up to date tax maps

HOUSING ELEMENT

1. HOUSING DEMOGRAPHICS

As of the 2000 census, there were 2,136 total housing units, of which 96 were vacant, in Blairstown Township. The majority of the Township's housing stock consists of single-family detached housing. Single-family detached dwellings totaled 1,907 or 89.3% of the total housing stock. Including the 29 single-family attached dwelling units, single-family dwelling units account for 90.7% of the Township's total housing stock. Multi-family units containing 2 or more units in a structure totaled 195 or 9.1% of the total housing stock; of those units 7 or 0.3% contained twenty or more units. Blairstown Township had a median of 7.0 rooms per unit. Note that the Township does not feel this data is accurate, the tax assessor has researched the tax records and reported that there are no "5 to 9", "10 to 19" or "20 or more" unit types within the Township. More than likely the Census included unit types from adjacent municipalities that have a Blairstown address.

HOUSING TYPE BY UNITS IN STRUCTURE		
Unit Type	Number	Percent of Total
1, Detached	1,907	89.3%
1, Attached	29	1.4%
2	117	5.5%
3 or 4	36	1.7%
5 to 9	28	1.3%
10 to 19	7	0.3%
20 or more	7	0.3%
Mobile Home	5	0.2%
Other	0	0.0%
Total	2,136	
Vacant Units	96	
Median Rooms Per Unit	7.0	

Sources: US Census Bureau DP-4 Profile of Selected Housing Characteristics: 2000;
DP-1 Profile of General Demographic Characteristics: 2000



Purchase and Rental Value of Housing Stock

Based on a sampling from the 2000 US Census, Blairstown Township had 1,737 owner occupied units. The largest percentage of which was in the \$200,000 to \$299,999 accounting for 40.4% of the total number of units. The median value of owner occupied housing in the Township was \$207,600 according to the 2000 census.

VALUE OF OWNER OCCUPIED UNITS		
Value	Number of Units	Percent of Total
Less than \$50,000	0	0.0%
\$50,000 to \$99,999	32	2.2%
\$100,000 to \$149,999	143	9.7%
\$150,000 to \$199,999	507	34.4%
\$200,000 to \$299,999	595	40.4%
\$300,000 to \$499,999	182	12.3%
\$500,000 to \$999,999	15	1.0%
\$1,000,000 or more	0	0.0%
Total Units	1,474	
Median (in dollars)	\$207,600	

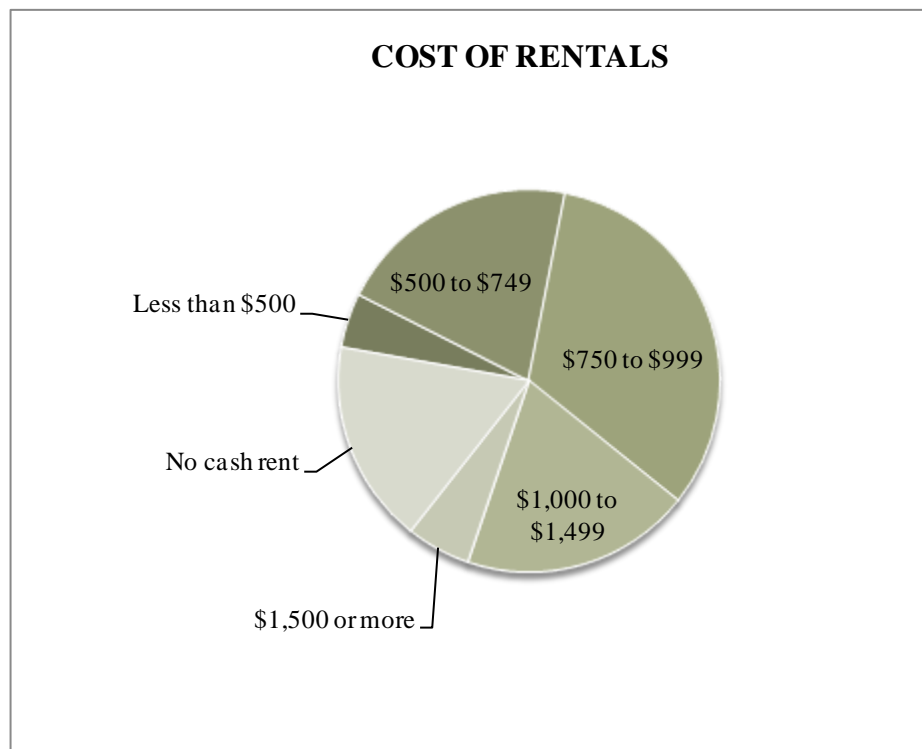
Source: US Census Bureau DP-4. Profile of Selected Housing Characteristics: 2000

According to the 2000 Census, there were 257 renter occupied units in Blairstown Township. Of those units, 24.9% cost more than \$1,000 per month. The median gross rent for the Township was \$882.



COST OF RENTALS		
Cost	Number of Units	Percent of Total
Less than \$500	12	4.7%
\$500 to \$749	53	20.6%
\$750 to \$999	84	32.7%
\$1,000 to \$1,499	50	19.5%
\$1,500 or more	14	5.4%
No cash rent	44	17.1%
Total Units	257	
Median (in dollars)	\$882	

Source: DP-4. Profile of Selected Housing Characteristics: 2000



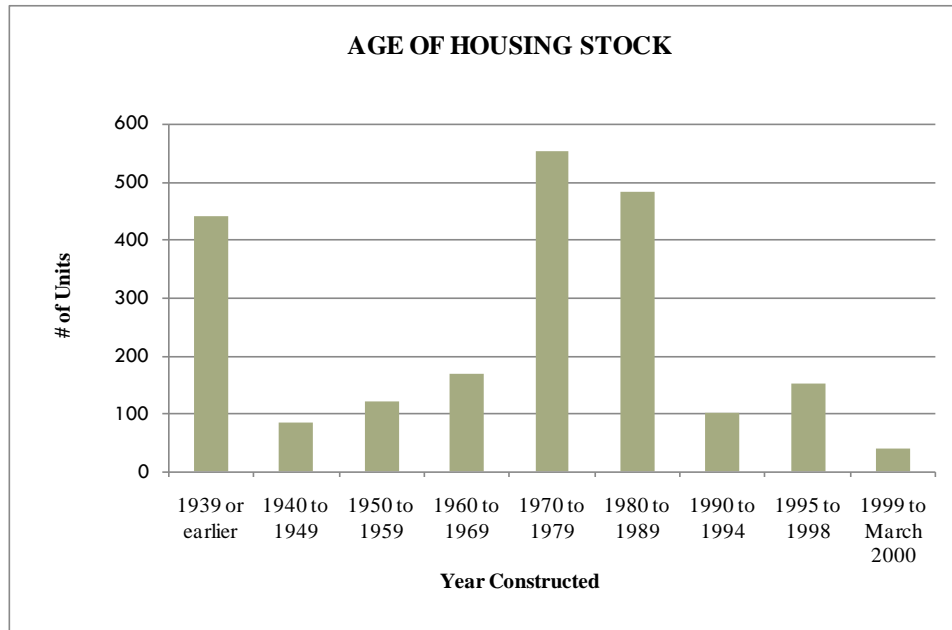
Condition of Housing Stock

The Census does not classify housing units as standard or substandard, but it can provide an estimate of substandard housing units that are occupied by low and moderate income households. COAH uses the Census to determine which units are overcrowded with more than one person living per room and dilapidated – lacking complete plumbing and/or kitchen facilities. COAH computes a municipality’s rehabilitation share by adding together the number of overcrowded and dilapidated units and then multiplying that sum by the municipality’s regional low/moderate-income deterioration share. Subtracted from this result is any rehabilitation share credit.

Year Structure Built

COAH’s new methodology for calculating rehabilitation has made one significant change from the methods presented in the original Third Round Rules. Housing units built in 1949 or earlier are now flagged instead of units built in 1939 or earlier. Research has demonstrated that units built 50 or more years ago are much more likely to be in substandard condition. Included in the rehabilitation calculation are overcrowded units and dilapidated housing. Overcrowded units are defined by the U.S. Department of Housing and Urban Development as those with more than one person living per room. Finally, COAH includes dilapidated housing – lacking complete plumbing and/or kitchen facilities as reported by the 2000 Census.

Approximately 24.6 percent of Blairstown Township’s housing stock was built before 1950. Units built before 1950 is a factor in COAH’s determine of each municipality’s rehabilitation share. In Blairstown, 524 units were constructed before 1950. COAH has cited an obligation of 12 rehabilitation units for the Township, reflecting the relatively good condition of these older homes. The years between 1970 and 1979 produced Blairstown Township’s largest amount of housing units (553 units). Since the spike of development between 1970 and 1990, residential development in the Township has slowed dramatically.



AGE OF HOUSING STOCK		
Year Built	Total Units	Percent
1939 or earlier	439	20.6%
1940 to 1949	85	4.0%
1950 to 1959	120	5.6%
1960 to 1969	167	7.8%
1970 to 1979	553	25.9%
1980 to 1989	483	22.6%
1990 to 1994	100	4.7%
1995 to 1998	150	7.0%
1999 to March 2000	39	1.8%
Total Units	2,136	

Source: US Census Bureau: Table H34 Year Structure Built

Persons Per Room

1.01 or more persons per room is an index of overcrowding. The majority of the occupied housing units have 1.00 occupants per room or less, and a total of 17 units may be overcrowded.

OCCUPANTS PER ROOM		
Occupants	Number of Units	Percent of Total
1.00 or less	2,023	99.2%
1.01 to 1.50	17	0.8%
1.51 or more	0	0.0%
Total Units	2,040	

Source: US Census Bureau DP-4. Profile of Selected Housing Characteristics: 2000

Plumbing Facilities

Inadequate plumbing are indicated by either a lack of exclusive use of plumbing or incomplete plumbing. The 2000 Census indicates that 6 units or 0.3% of the total housing stock within Blairstown Township lacks complete plumbing facilities.

Kitchen Facilities

Inadequate kitchens are indicated by shared use of a kitchen or the lack of a sink with piped water, a stove or a refrigerator. The 2000 Census indicates that 6 units or 0.3% of the total housing stock within Blairstown Township lacks complete kitchen facilities.

CONDITION OF HOUSING STOCK		
Fuel Type	Number of Units	Percent of Total
Lack of complete plumbing	6	0.3%
Lack of complete kitchen	6	0.3%
Lack of telephone service	0	0.0%
Lack of adequate heat	37	1.8%
Utility gas	11	0.5%
Bottled, tank, or LP gas	92	4.5%
Electricity	243	11.9%
Fuel oil, kerosene, etc.	1,641	80.4%
Coal or coke	13	0.6%
Wood	24	1.2%
Solar energy	6	0.3%
Other fuel	10	0.5%
No fuel used	0	0.0%
Total Units	2,040	

Source: US Census Bureau DP-4. Profile of Selected Housing Characteristics: 2000



Most of the Census indicators available at the municipal level indicate a sound housing stock. Approximately 0.8% of the units are occupied by more than 1 person per room. The vast majority of the housing stock has complete plumbing facilities and kitchen facilities. Almost 25% of the Township's housing stock was built before 1950, given this situation; there is the potential for a number of units in Blairstown to be eligible for rehabilitation.

2. POPULATION DEMOGRAPHICS

As of 2000, Blairstown Township's population was 5,747 persons, which represents a net increase of 416 persons or about 7.8 percent of the 1990 population level. Population increased by 22.3% between 1980 and 1990.

POPULATION GROWTH			
Year	Population	Population Change	Percentage change
1980	4,360	---	---
1990	5,331	971	22.3%
2000	5,747	416	7.8%

Source: US Census Bureau DP-1. Profile of General Demographic Characteristics: 2000, 1990, & 1980

By 2020, the North Jersey Transportation Planning Authority (NJTPA) has projected that Blairstown Township's population will increase to 6,710 or an increase of 640 persons from 2005.

PERMANENT POPULATION PROJECTION	
Year	Population
2005	6,070
2010	6,190
2015	6,470
2020	6,710

SOURCE: NJTPA, http://www.njtpa.org/planning/forecasting/forecasting_public_docs/FinalMCDforecasts.PDF



Household Size & Type

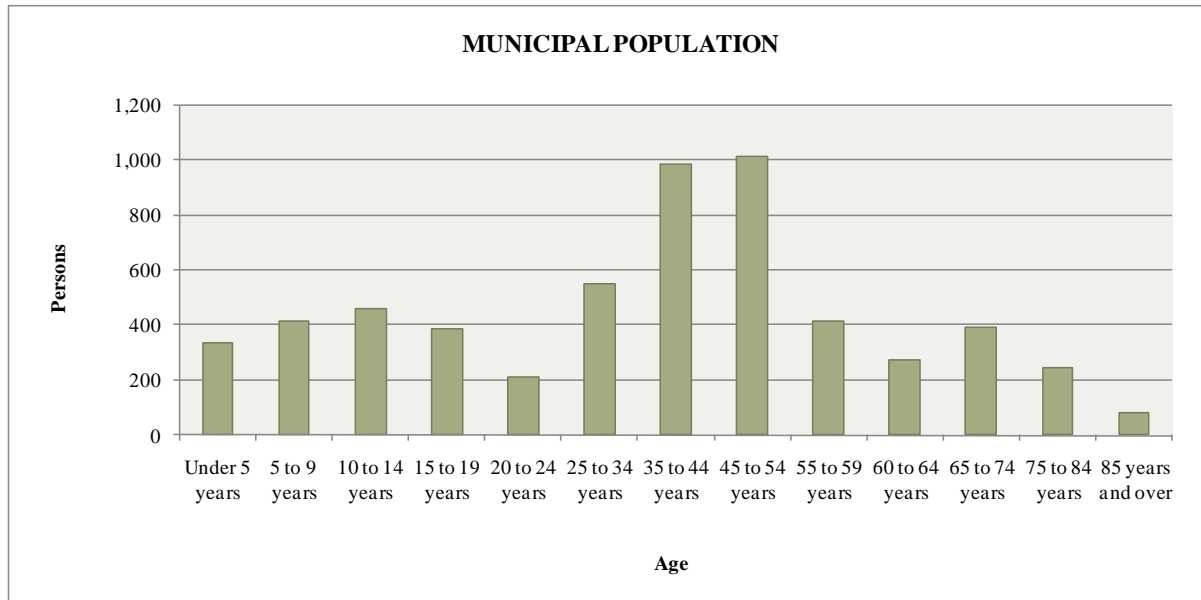
The 2000 Census reported Blairstown having an average household size of 2.81 persons and an average family size of 3.14 persons. The type of households existing in Blairstown was also reported in the 2000 Census. Over 80% of the 2,040 households in the Township were family households. Married couples constituted 69.6% of the total number of households, while female headed households without a husband represented 7.3% of the total households. Householders living alone constituted 15.3% or 312 households.

HOUSEHOLD TYPE		
Type	Number	Percent
Family households (families)	1,638	80.3%
Married-couple family	1,420	69.6%
Female householder, no husband present	149	7.3%
Nonfamily households	402	19.7%
Householder living alone	312	15.3%
TOTAL	2,040	100.0%

Source: US Census Bureau DP-1. Profile of General Demographic Characteristics: 2000

Population by Age Cohort

The median age in Blairstown Township in 2000 was 40.4 years. About 12.4% or 713 residents are age 65 or older. The age cohort of 45 to 54 years was the largest cohort with 17.6% or 1,011 persons.



POPULATION BY AGE COHORT		
Age	Total	Percent
Under 5 years	335	5.8%
5 to 9 years	412	7.2%
10 to 14 years	459	8.0%
15 to 19 years	383	6.7%
20 to 24 years	212	3.7%
25 to 34 years	551	9.6%
35 to 44 years	984	17.1%
45 to 54 years	1,011	17.6%
55 to 59 years	414	7.2%
60 to 64 years	273	4.8%
65 to 74 years	390	6.8%
75 to 84 years	244	4.2%
85 years and over	79	1.4%
Total Population	5,747	

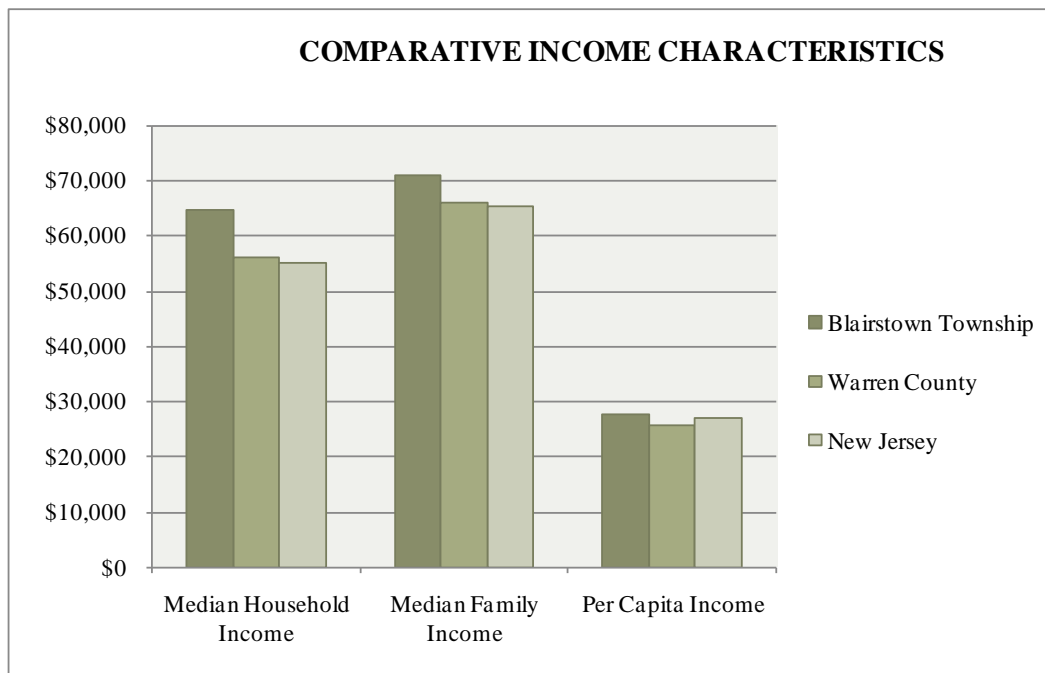
Source: US Census Bureau DP-1. Profile of General Demographic Characteristics: 2000

Income and Poverty Status



The 2000 Census indicates that the median household income in 1999 for Blairstown was \$64,809. In addition, the median family income was \$71,214. Both figures are higher than the median household and family incomes of Warren County and the State.

The per capita income is higher in Blairstown Township than Warren County, and the State. In 1999, Blairstown's per capita income was \$27,775, which is \$2,047 higher than Warren County's per capita income of \$25,728. The State's per capita income is \$27,006, which is \$769 less than Blairstown's per capita income. However, Blairstown's poverty status is less than that of Warren County and New Jersey.



INCOME CHARACTERISTICS			
	Blairstown Township	Warren County	New Jersey
Median Household Income	\$64,809	\$56,100	\$55,146
Median Family Income	\$71,214	\$66,223	\$65,370
Per Capita Income	\$27,775	\$25,728	\$27,006
Poverty Status (Percent of Individuals)	4.5%	5.4%	8.5%
Poverty Status (Percent of Families)	2.5%	15.8%	6.3%

Source: US Census Bureau DP-3. Profile of Selected Economic Characteristics: 2000

The 2000 Census indicates that the greatest percent of Blairstown Township households had an income between \$50,000 and \$74,999 in 1999; a total of 22.6% of the Township's households were within that income bracket. The County had 23.2% and the State had 19.8 percent of their households within the same bracket. The percentage of Blairstown Township's households in the top three household income brackets (\$100,000 to \$149,000; \$150,000 to \$199,999; and \$200,000 or more) is 23.8%. Warren County has only 18.4% of its total households in the top three, while 21.4% of the State's households have an income of \$100,000 plus.

HOUSEHOLD INCOME						
	Blairstown Township		Warren County		New Jersey	
	Total	Percent	Total	Percent	Total	Percent
Less than \$10,000	86	4.3%	2,243	5.8%	213,939	7.0%
\$10,000 to \$14,999	88	4.3%	1,944	5.0%	143,783	4.7%
\$15,000 to \$24,999	161	8.0%	3,252	8.4%	288,606	9.4%
\$25,000 to \$34,999	145	7.2%	3,413	8.8%	305,449	10.0%
\$35,000 to \$49,999	239	11.8%	5,917	15.3%	437,373	14.3%
\$50,000 to \$74,999	458	22.6%	8,974	23.2%	608,244	19.8%
\$75,000 to \$99,999	365	18.0%	5,836	15.1%	413,928	13.5%
\$100,000 to \$149,999	340	16.8%	5,086	13.2%	391,123	12.8%
\$150,000 to \$199,999	63	3.1%	1,157	3.0%	130,492	4.3%
\$200,000 or more	78	3.9%	853	2.2%	132,837	4.3%
Households	2,023		38,675		3,065,774	
Median Household (in persons)	2.81		2.61		2.68	

Source: US Census Bureau DP-1. Profile of General Demographic Characteristics: 2000;
DP-3. Profile of Selected Economic Characteristics: 2000



3. EMPLOYMENT DEMOGRAPHICS

The NJTPA has completed 2030 Demographic Forecasting for its planning region, which were approved by its board in 2005. NJTPA projects that the Township will grow from 1,960 employees in 2005 to 2,240 employees in 2020. This is a net growth of 280 employees for Blairstown.

EMPLOYMENT PROJECTION	
Year	Employees
2000	1,900
2005	1,960
2010	1,970
2015	2,010
2020	2,240

Source: North Jersey Transportation Planning Authority,

<http://www.njtpa.org/DataMap/Demog/Forecast/documents/FinalMCDforecasts.PDF>

The Census reports on work activity of residents 16 years and older. A total of 2,994 Blairstown residents are in the labor force. At the time of the 2000 Census, 96% of the total labor force was employed. As the pie chart below shows, the large majority of Township residents are private wage and salary workers. Only 15% of Blairstown residents are government workers and less than 8% are self-employed.

CLASS OF WORKER		
	Number	Percent
Private wage and salary workers	2,219	77.1%
Government workers	431	15.0%
Self-employed workers	221	7.7%
Unpaid family workers	6	0.2%
Total employed residents	2,877	
Total unemployed residents	117	
Total residents in labor force	2,994	

Source: US Census Bureau DP-3. Profile of Selected Economic Characteristics: 2000

In-Place Employment by Industry

New Jersey's Department of Labor and Workforce Development reports employment and wage data to the State. The most recent in-place employment report was completed in 2003. As the data in the following chart shows, in 2003 there were a total of 234 private employers within Blairstown that employed 1,504 workers. Construction employers totaled 19.1% of all private employers, followed by retail trade employers constituting 12.9% of total private employers.

IN-PLACE EMPLOYMENT BY INDUSTRY				
Industry	Establishments	Percentage	Employees	Percentage
Utilities	-	-	-	-
Construction	46	19.1%	148	8.1%
Manufacturing	7	2.9%	37	2.0%
Wholesale Trade	17	7.1%	220	12.0%
Retail Trade	31	12.9%	332	18.2%
Transportation & Warehousing	8	3.3%	11	0.6%
Information	-	-	-	-
Finance & Insurance	8	3.3%	40	2.2%
Real Estate	5	2.1%	16	0.9%
Professional & Technical Services	24	10.0%	70	3.8%
Administrative & Waste Services	17	7.1%	44	2.4%
Educational Services	-	-	-	-
Health Care	13	5.4%	136	7.4%
Arts, Entertainment & Recreation	-	-	-	-
Accommodation & Food Services	16	6.6%	118	6.5%
Other Services	28	11.6%	105	5.8%
Unclassified Entities	8	3.3%	11	0.6%
Private Sector Total	234	97.1%	1,504	82.4%
Local Government Total	6	2.5%	316	17.3%
Federal Government Total	1	0.4%	6	0.3%

Source: NJ Department of Labor and Workforce Development, Employment and Wages, 2003 Annual Report

Workers by Industry

The majority of Blairstown Township workers are involved in management, professional and related occupations. Of the total Township workforce, 44.3% have been classified by the 2000 Census as in managerial and professional and related occupations. A higher percentage of the Blairstown Township workforce was in management, professional and related occupations as compared to the overall Warren County workforce.

EMPLOYED CIVILIAN POPULATION BY OCCUPATION (16 YEARS OF AGE OR OLDER)				
Occupation	Blairstown Township		Warren County	
	Total	Percent	Total	Percent
Management, professional, and related	1,274	44.3%	17,832	34.8%
Service	208	7.2%	7,052	13.8%
Sales and office	641	22.3%	13,879	27.1%
Farming, fishing, and forestry	17	0.6%	183	0.4%
Construction, extraction, and maintenance	387	13.5%	5,570	10.9%
Production, transportation, and material moving	350	12.2%	6,703	13.1%
Total	2,877		51,219	

Source: US Census Bureau DP-3. Profile of Selected Economic Characteristics

An analysis of the employed Blairstown Township residents (over 16) by economic sector indicates that the majority of Township workers were involved in educational, health and social services, followed by manufacturing. In Warren County, the top three industries are educational, health and social services, manufacturing and retail trade.

EMPLOYED CIVILIAN POPULATION BY INDUSTRY (16 YEARS OF AGE OR OLDER)				
Occupation	Blairstown		Warren County	
	Total	Percent	Total	Percent
Agriculture, forestry, etc.	38	1.3%	622	1.2%
Construction	248	8.6%	4,087	8.0%
Manufacturing	443	15.4%	7,898	15.5%
Wholesale trade	62	2.2%	1,783	3.5%
Retail trade	251	8.7%	6,549	12.9%
Transportation and warehousing, and utilities	204	7.1%	2,768	5.4%
Information	154	5.4%	2,263	4.4%
Finance, insurance, real estate, etc.	172	6.0%	3,159	6.2%
Professional, scientific, management, etc.	266	9.2%	5,077	10.0%
Educational, health and social services	696	24.2%	9,260	18.2%
Arts, accommodation & food services	122	4.2%	2,895	5.7%
Other services (except public administration)	122	4.2%	2,139	4.2%
Public administration	99	3.4%	2,419	4.8%
Total	2,877	100%	50,919	100%

Source: US Census Bureau DP-3. Profile of Selected Economic Characteristics: 2000



Place of Work

Approximately 25% of Blairstown Township residents work within the Township, 14.6% work outside of the Township but within Warren County and 5.8% work outside New Jersey. By comparison, 16.7% of Warren County workers worked within their municipality of residence, 25.1% worked outside their municipality but within the County and 7.8% worked outside of the State. On the whole 19.6% of New Jersey workers worked within their municipality of residence, 35.2% worked outside of their municipality but within the County of residence, 32.8% worked outside of their County but within the State, and 12.4% of workers worked outside of the State.

PLACE OF WORK						
	Blairstown Township		Warren County		New Jersey	
Employment Area	Total	Percent	Total	Percent	Total	Percent
Worked in state of residence	2,662	94.2%	46,443	92.2%	3,396,785	87.6%
Worked within municipality of residence	707	25.0%	8,406	16.7%	761,684	19.6%
Worked outside of municipality but within county of residence	413	14.6%	12,628	25.1%	1,364,495	35.2%
Worked outside county of residence but within the state	1,542	54.6%	25,409	50.5%	1,270,606	32.8%
Worked outside state of residence	164	5.8%	3,915	7.8%	479,648	12.4%
Total Employed	2,826		50,358		3,876,433	

Source: US Census Bureau P26. Place of Work for Workers 16 Years and Over--State and County Level and P29 Place of Work for Workers 16 Years and Over--Minor Civil Division Level

Additionally, nearly 75% of commuters (2,098) drive alone to work, and 427 commuters car pool, which gives a total of 2,525 or 89.3% of commuters who are auto dependent residing in Blairstown Township. About 2% of commuters use public transit and a small percentage of residents walk to work (2.8%). Only 4.9% of Blairstown residents work at home.

Travel Time to Work

The mean commute time among Blairstown Township residents is 42.9 minutes, with 13.2% of the population having a travel time of less than 10 minutes. Compared to the mean of 33.3 and 30.0 minutes travel times for Warren County and the State respectively,



Blairstown Township residents spend more commuting time to and from their place of employment than others within the State and the County.

COMMUTE TIME						
	Blairstown Township		Warren County		New Jersey	
Travel Time (in minutes)	Total	Percent	Total	Percent	Total	Percent
Less than 5	104	3.7%	1,932	3.8%	99,241	2.6%
5 to 9	269	9.5%	5,303	10.5%	347,598	9.0%
10 to 14	205	7.3%	5,753	11.4%	482,988	12.5%
15 to 19	147	5.2%	4,345	8.6%	510,571	13.2%
20 to 24	156	5.5%	4,785	9.5%	497,467	12.8%
25 to 29	123	4.4%	2,150	4.3%	210,226	5.4%
30 to 34	302	10.7%	5,015	10.0%	492,539	12.7%
35 to 39	117	4.1%	1,484	2.9%	109,571	2.8%
40 to 44	163	5.8%	2,361	4.7%	156,148	4.0%
45 to 59	312	11.0%	6,402	12.7%	352,609	9.1%
60 to 89	549	19.4%	6,919	13.7%	335,777	8.7%
90 or more	241	8.5%	2,227	4.4%	175,142	4.5%
Did not work at home	2,688	95.1%	48,676	96.7%	3,769,877	97.3%
Worked at home	138	4.9%	1,682	3.3%	106,556	2.7%
Total	2,826		50,358		3,876,433	
Mean travel time	42.9		33.3		30.0	

Source: US Census Bureau P31. Travel Time to Work for Workers 16 Years and Over;
US Census Bureau DP-3. Profile of Selected Economic Characteristics: 2000

4. PROJECTED GROWTH SHARE

MEASURING THE ACTUAL GROWTH SHARE OBLIGATION

“Growth Share” is the affordable housing obligation generated in Blairstown by both residential and non-residential development between January 1, 2004 and December 31, 2018. Growth Share is represented by a ratio of one affordable housing unit for every four market-rate units constructed and one affordable housing unit for every 16 new jobs created by non-residential additions or new construction in based on the conversion table located in COAH’s Third Round Rules, Appendix D.

Blairstown's actual growth share obligation is composed of two components: residential and non-residential. The actual residential growth share obligation is the total number of market-rate residential certificates of occupancy issued within the Township between January 1, 2004 and December 31, 2018. For every four market rate residential units issued a certificate of occupancy from January 1, 2004 and later, one additional unit affordable to low and moderate income households must be provided in a manner approved by COAH. Also for every sixteen new jobs added to the municipality after January 1, 2004, one unit affordable to low and moderate income households must be provided. Appendix D of the Third Round Rules provides the ratios for square feet generating one affordable unit and jobs per 1,000 square feet for each use group.

The following chart summarizes the non-residential growth share calculation ratios.

NON-RESIDENTIAL GROWTH SHARE CALCULATIONS			
Use Group	Description	Square Feet Generating One Affordable Unit	Jobs Per 1,000 Square Feet
B - Office	Office buildings	5,714	2.8
M - Retail	Buildings that display and sell products, includes retail stores, shops, gas stations	9,412	1.7
F - Industrial	Factories where products are made, processed, or assembled	13,333	1.2
S - Storage	Includes warehouses, lumberyards	16,000	1
H - Hazardous	High hazard manufacturing, processing, generation and storage uses	10,000	1.6
A1 - Assembly	Includes theaters, concert halls, tv studios	10,000	1.6
A2 - Assembly	Includes casinos, night clubs, restaurants	5,000	3.2
A3 - Assembly	Includes libraries, lecture halls, arcades, galleries, funeral parlors, gymnasiums	10,000	1.6
A4 - Assembly	Includes arenas, skating rinks and pools	4,706	3.4
A5 - Assembly	Includes amusement park structures and stadiums	6,154	2.6
I - Institutional	Includes assisted living facilities, hospitals, nursing homes, jails and day care facilities	6,154	2.6
R1 - Hotel	Hotel, motel, dormitories and continuing care retirement communities	9,412	1.7

HOUSING PROJECTIONS

COAH requires each municipality to project the municipality's housing stock growth for the next ten years and include construction permits issued, approvals of applications for development and probably future construction of low and moderate-income housing. Demolitions are not subtracted from Certificates of Occupancy (COs) because COAH does not allow them to be deducted, demolition data is provided for informational purposes only. Although, since the latest rules were adopted, COAH has proposed a rule amendment to NJAC 5:97-2.5, which deals with measuring the actual growth share obligation. The amendment would add residential COs resulting from natural disasters to be subtracted from the number of market-rate certificates of occupancy issued within a municipality. The amendment is as follows:

“v. Certificates of occupancy issued for owner-occupied residential structures that have been issued a demolition permit provided the unit for which the demolition permit has been issued was occupied by its current owner for at least one year prior to the demolition and no change in use has occurred. Municipalities choosing to subtract these units from actual growth shall impose a development fee pursuant to N.J.A.C. 5:97-8.3(c) based on the increase in equalized assessed value that results from re-construction, but shall exempt reconstruction that results from fire, flood or natural disaster.”

Blairstown believes this is an important amendment to adopt; the municipality has had 5 homes that have been destroyed by fire between 2004 and 2007, all of which are being rebuilt by the individual homeowners. The Township has gathered the necessary data to prove that the homeowner lived in the home at least one year prior to the demolition and also lived in the home at the time of a re-issued CO.

Table R-1 shows the historic residential building trend within the Township. In order to project ahead into the future, the historic trends must be analyzed. Construction data from 1996 until 2003 reveals that Blairstown had a net residential growth (excluding demolitions) of 244 units. This averages to 30.5 new units per year.

TABLE R-1 HISTORIC TREND OF CERTIFICATES OF OCCUPANCY & DEMOLITIONS PERMITS									
	1996	1997	1998	1999	2000	2001	2002	2003	Total
COs Issued	29	47	29	36	40	23	20	20	244
<i>Demolitions</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>2</i>	<i>1</i>	<i>9</i>	<i>0</i>	<i>0</i>	<i>13</i>

Source: "Housing Units Certified" - New Jersey Department of Community Affairs. <http://www.state.nj.us/dca/codes/cr/conrep.shtr>

Since the beginning of the Third Round, Blairstown has constructed 64 homes. Table R-2 shows the certificates of occupancy that occurred since January 1, 2004, which will generate an obligation for the Township if they were not a part of an inclusionary development. Blairstown is also seeking to deduct three of the five homes that have been destroyed by fire during this time period, rebuilt and issued a new CO. The documentation for these homes is included in the Appendix.

TABLE R-2 ACUTAL CERTIFICATES OF OCCUPANCY & DEMOLITION PERMITS					
	2004	2005	2006	2007	Total
COs Issued	16	9	26	13	64
<i>Demolitions</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>1</i>	<i>7</i>

Source: Blairstown Construction Department Yearly Certificate Log

Table R-3 presents residential development activity that is anticipated between 2008 and 2018. This includes approved development applications, pending applications and anticipated residential development. In addition, the historic trends from 1996 through 2003 and the first four years of the Third Round, 2008 – 2018 residential construction can be estimated. From 1996 to 2007, 308 units were constructed in Blairstown. The average for this time period is 25 units constructed per year. Expanding this average across the remainder of the Third Round cycle produces a projection of 124 new homes between 2008 and 2018, which are listed under "Historical Trend Development". Blairstown also had one home COed in 2008 that was rebuilt due to a fire and will deduct that CO from its total residential COs issued.

TABLE R-3 ANTICIPATED, PENDING & APPROVED RESIDENTIAL DEVELOPMENTS												
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total
Approved Development Applications												
Various Approved Homes	4	8	7									19
												0
												0
												0
Pending Development Applications												
												0
												0
												0
												0
Anticipated Development Applications												
Levitt/Solondz Subdivision			7									7
												0
												0
												0
Other Projected Development												
Historical Trend Development			2	13	17	15	16	13	14	21	13	124
												0
												0
												0
Total Projected Development	4	8	16	13	17	15	16	13	14	21	13	150

Source: Planning Board Applications list, Historical Trends and Current Market Conditions

Anticipated and other projected development is estimated to produce 150 residential units during this ten year period.

TABLE R-4 TOTAL NET RESIDENTIAL GROWTH (SUM OF ACTUAL & PROJECTED GROWTH)																
	Actual				Projected											
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total
Total COs Issued	15	8	25	13	3	8	16	13	17	15	16	13	14	21	13	210

Table R-4 shows the total residential growth, the sum of both the actual residential development and the projected residential growth from 2004 to 2018. A total of 210 units are estimated for the Township.

From the total number of residential certificates of occupancy issued in the Township, the following can be subtracted:

- Affordable housing units that received credit in a first or second round certified plan or court of judgment of compliance which have been or are projected to be constructed after January 1, 2004
- Market-rate units in an inclusionary or mixed-use development where these affordable units received credit in a first or second round certified plan or court judgment of compliance, which have been or are projected to be constructed after January 1, 2004, provided these sites are zoned to produce affordable housing units (maximum exclusion of market-rate units from residential growth is 5.67 times the number of affordable units)
- Additional market-rate units resulting from an increase in density for an inclusionary or mixed-use development that are constructed after January 1, 2004, provided the required affordable units are constructed on-site.

Currently, there are no approved inclusionary projects within Blairstown; therefore Table R-5 and R-6 are excluded.

COAH requires that one affordable unit be built for every four market-rate units actually constructed. To calculate the projected growth share obligation of the potential residential development, COAH states that the municipality shall divide the total by five. If built as projected, the final net residential growth will require the construction of a total of 45.1 affordable housing units.

TABLE-7 AFFORDABLE HOUSING UNIT GROWTH PROJECTIONS																	
	Actual				Projected												Total
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018		
Total Net Growth	15	8	25	13	3	8	16	13	17	15	16	13	14	21	13	133	
Divided by 4	3.8	2.0	6.3	3.3												15.3	
Divided by 5					0.6	1.6	3.2	2.6	3.4	3.0	3.2	2.6	2.8	4.2	2.6	29.8	
Total Affordable Units	3.8	2.0	6.3	3.3	0.6	1.6	3.2	2.6	3.4	3.0	3.2	2.6	2.8	4.2	2.6	45.1	

Note: Negative growth projections are not permitted. Total net growth of less than 0 is rounded up to 0.

EMPLOYMENT PROJECTIONS

To project future employment characteristics, the historical trends will be utilized as well as anticipated, pending or approved non-residential applications. New Jersey Construction Reporter data was gathered to illustrate the pace of non-residential development in Blairstown since 1996. As Table NR-1 shows the Township has mainly seen retail, A-3 assembly, office, industrial and storage development over the past ten years.

TABLE NR-1 HISTORIC TREND OF CERTIFICATES OF OCCUPANCY & DEMOLITION PERMITS ISSUED									
	1996	1997	1998	1999	2000	2001	2002	2003	Total
Certificates of Occupancy Issued									
A1 - Assembly	0	0	0	0	0	0	0	0	0
A2 - Assembly	0	0	0	0	0	0	0	0	0
A3 - Assembly	0	0	26,075	0	0	0	0	0	26,075
A4 - Assembly	0	0	0	0	0	0	0	0	0
A5 - Assembly	0	0	0	0	0	0	0	0	0
B - Office	0	0	0	0	0	0	0	0	0
F - Industrial	0	0	0	0	0	0	18,000	11,700	29,700
H - High Hazard	0	0	0	0	0	0	0	0	0
I - Institutional	0	0	0	0	0	0	0	0	0
M - Retail	47,655	0	0	0	18,890	0	0	0	66,545
R1 - Dormitory	0	0	0	0	0	0	0	0	0
S - Storage	0	0	0	0	0	12,000	0	3,360	15,360
Total New Development	47,655	0	26,075	0	18,890	12,000	18,000	15,060	137,680
Demolition Permits Issued									
A1 - Assembly	0	0	0	0	0	0	0	0	0
A2 - Assembly	0	0	0	0	0	0	0	0	0
A3 - Assembly	0	0	0	0	0	0	0	0	0
A4 - Assembly	0	0	0	0	0	0	0	0	0
A5 - Assembly	0	0	0	0	0	0	0	0	0
B - Office	0	0	0	0	0	0	0	0	0
F - Industrial	0	0	0	0	0	0	0	0	0
H - High Hazard	0	0	0	0	0	0	0	0	0
I - Institutional	0	0	0	0	0	0	0	0	0
M - Retail	0	0	0	0	0	0	0	0	0
R1 - Dormitory	0	0	0	0	0	0	0	0	0
S - Storage	0	0	0	0	0	0	0	0	0
Total Demolitions	0	0	0	0	0	0	0	0	0

Source: Blairstown Construction Department Yearly Certificate Log Report

As for the first four years of the Third Round cycle, assembly, office, retail and storage uses have been constructed. Office construction has been the largest followed by a large



amount of storage in both 2006 and 2007. No demolitions have occurred since January 1, 2004.

TABLE NR-2 ACTUAL CERTIFICATES OF OCCUPANCY & DEMOLITION PERMITS ISSUED					
	2004	2005	2006	2007	Total
Certificates of Occupancy Issued					
A1 - Assembly	0	0	0	0	0
A2 - Assembly	0	0	0	0	0
A3 - Assembly	0	0	128	0	128
A4 - Assembly	0	0	0	0	0
A5 - Assembly	0	0	0	0	0
B - Office	0	24,948	3,176	1,903	30,027
F - Industrial	0	0	0	0	0
H - High Hazard	0	0	0	0	0
I - Institutional	0	0	0	0	0
M - Retail	14,448	0	0	0	14,448
R1 - Dormitory	0	0	0	0	0
S - Storage	0	0	9,900	0	9,900
Total New Development	14,448	24,948	13,204	1,903	54,503
Demolition Permits Issued					
A1 - Assembly	0	0	0	0	0
A2 - Assembly	0	0	0	0	0
A3 - Assembly	0	0	0	0	0
A4 - Assembly	0	0	0	0	0
A5 - Assembly	0	0	0	0	0
B - Office	0	0	0	0	0
F - Industrial	0	0	0	0	0
H - High Hazard	0	0	0	0	0
I - Institutional	0	0	0	0	0
M - Retail	0	0	0	0	0
R1 - Dormitory	0	0	0	0	0
S - Storage	0	0	0	0	0
Total Demolitions	0	0	0	0	0

Source: Blairstown Construction Department Yearly Certificate Log Report

Table NR-3 shows the number of jobs that were generated between 1996 and 2003 according to COAH's non-residential job generation formulae contained in Appendix D of the rules. As the table shows, 291 jobs were generated by new non-residential development.

TABLE NR-3 HISTORIC TREND OF CERTIFICATES OF OCCUPANCY & DEMOLITIONS PERMITS ISSUED										
Use Group	Jobs / 1,000 sf	1996	1997	1998	1999	2000	2001	2002	2003	Total
Certificates of Occupancy Issued										
A1 - Assembly	1.6	0	0	0	0	0	0	0	0	0
A2 - Assembly	3.2	0	0	0	0	0	0	0	0	0
A3 - Assembly	1.6	0	0	42	0	0	0	0	0	42
A4 - Assembly	3.4	0	0	0	0	0	0	0	0	0
A5 - Assembly	2.6	0	0	0	0	0	0	0	0	0
B - Office	2.8	0	0	0	0	0	0	0	0	0
F - Industrial	1.2	0	0	0	0	0	0	22	14	36
H - High Hazard	1.6	0	0	0	0	0	0	0	0	0
I - Institutional	2.6	0	0	0	0	0	0	0	0	0
M - Retail	1.7	81	0	0	0	32	0	0	0	113
R1 - Dormitory	1.7	0	0	0	0	0	0	0	0	0
S - Storage	1.0	0	0	0	0	0	12	0	3	15
Total New Development		81	0	42	0	32	12	22	17	206
Demolition Permits Issued										
A1 - Assembly	1.6	0	0	0	0	0	0	0	0	0
A2 - Assembly	3.2	0	0	0	0	0	0	0	0	0
A3 - Assembly	1.6	0	0	0	0	0	0	0	0	0
A4 - Assembly	3.4	0	0	0	0	0	0	0	0	0
A5 - Assembly	2.6	0	0	0	0	0	0	0	0	0
B - Office	2.8	0	0	0	0	0	0	0	0	0
F - Industrial	1.2	0	0	0	0	0	0	0	0	0
H - High Hazard	1.6	0	0	0	0	0	0	0	0	0
I - Institutional	2.6	0	0	0	0	0	0	0	0	0
M - Retail	1.7	0	0	0	0	0	0	0	0	0
R1 - Dormitory	1.7	0	0	0	0	0	0	0	0	0
S - Storage	1.0	0	0	0	0	0	0	0	0	0
Total Demolitions		0	0	0	0	0	0	0	0	0

Source: Jobs per square foot based on COAH formulae contained in Appendix D

Table NR-4 converts non-residential development that has been constructed between January 1, 2004 and December 31, 2007 to jobs generated per use group. The 54,000 plus square feet will generate a total of 119 jobs. For every sixteen jobs generated, one affordable unit will be required. Therefore, these 116 jobs will require 7.4 affordable housing units.

TABLE NR-4 ACTUAL CERTIFICATES OF OCCUPANCY & DEMOLITION PERMITS ISSUED						
Use Group	Jobs / 1,000 sf	2004	2005	2006	2007	Total
Certificates of Occupancy Issued						
A1 - Assembly	1.6	0	0	0	0	0
A2 - Assembly	3.2	0	0	0	0	0
A3 - Assembly	1.6	0	0	0	0	0
A4 - Assembly	3.4	0	0	0	0	0
A5 - Assembly	2.6	0	0	0	0	0
B - Office	2.8	0	70	9	5	84
F - Industrial	1.2	0	0	0	0	0
H - High Hazard	1.6	0	0	0	0	0
I - Institutional	2.6	0	0	0	0	0
M - Retail	1.7	25	0	0	0	25
R1 - Dormitory	1.7	0	0	0	0	0
S - Storage	1.0	0	0	10	0	10
Total New Development		25	70	19	5	119
Demolition Permits Issued						
A1 - Assembly	1.6	0	0	0	0	0
A2 - Assembly	3.2	0	0	0	0	0
A3 - Assembly	1.6	0	0	0	0	0
A4 - Assembly	3.4	0	0	0	0	0
A5 - Assembly	2.6	0	0	0	0	0
B - Office	2.8	0	0	0	0	0
F - Industrial	1.2	0	0	0	0	0
H - High Hazard	1.6	0	0	0	0	0
I - Institutional	2.6	0	0	0	0	0
M - Retail	1.7	0	0	0	0	0
R1 - Dormitory	1.7	0	0	0	0	0
S - Storage	1.0	0	0	0	0	0
Total Demolitions		0	0	0	0	0

Source: Jobs per square foot based on COAH formulae contained in Appendix D

Table NR-5A3, NR-5B, NR-5F, NR-5M and NR-5S presents non-residential development activity that is anticipated to occur between 2008 and 2018. This includes projected development as a result of extrapolating the historic non-residential trends into the future.

Table NR-5A3 shows assembly development, such as libraries, funeral parlors, gymnasiums and museums, which is anticipated to occur between 2008 and 2018. A total of 19,000 square feet is projected.



TABLE NR-5A3 "A3" USE GROUP: Developments and Anticipated Developments by the Year that COs are Anticipated to be Issued (1.6 jobs per 1,000 square feet)													
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total Area	Jobs
Approved Development Applications													
												0	0.0
												0	0.0
												0	0.0
Pending Development Applications													
												0	0.0
												0	0.0
												0	0.0
Anticipated Development Applications													
												0	0.0
												0	0.0
												0	0.0
Other Projected Development													
Historic Trend Data			2,500			4,000		5,000			7,500	19,000	30.4
Total	0	0	2,500	0	0	4,000	0	5,000	0	0	7,500	19,000	30.4
Total Projected Demolitions												0	0.0

Notes/Sources: Historical Trend Data and Current Market Conditions

Table NR-5B lists approved development and projected office development for Blairstown. The projected 23,593 will generate an estimated 66.1 new jobs for the municipality.

TABLE NR-5B "B" USE GROUP: Developments and Anticipated Developments by the Year that COs are Anticipated to be Issued (2.8 jobs per													
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total Area	Jobs
Approved Development Applications													
New Hope Bank	12,593											12,593	35.3
												0	0.0
Pending Development Applications													
												0	0.0
												0	0.0
												0	0.0
Anticipated Development Applications													
												0	0.0
												0	0.0
												0	0.0
Other Projected Development													
Historic Trend Data				4,000				7,000				11,000	30.8
Total	12,593	0	0	4,000	0	0	0	7,000	0	0	0	23,593	66.1
Total Projected Demolitions												0	0.0

Notes/Sources: Historical Trend Data, Construction Department and Current Market Conditions

Table NR-5F shows projected industrial development. An anticipated 23,000 square feet of new industrial space will generate 27.6 jobs.



TABLE NR-5F													
"F" USE GROUP: Developments and Anticipated Developments by the Year that COs are Anticipated to be Issued (1.2 jobs per 1,000 square feet)													
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total Area	Jobs
Approved Development Applications													
												0	0.0
												0	0.0
												0	0.0
Pending Development Applications													
												0	0.0
												0	0.0
												0	0.0
Anticipated Development Applications													
												0	0.0
												0	0.0
												0	0.0
Other Projected Development													
Historic Trend Data					8,000					15,000		23,000	27.6
Total	0	0	0	0	8,000	0	0	0	0	15,000	0	23,000	27.6
Total Projected Demolitions												0	0.0

Notes/Sources: Historical Trend Data and Current Market Conditions

Table NR-5M shows retail development, which is anticipated to occur between 2008 and 2018. A total of 58,000 square feet is projected.

TABLE NR-5M													
"M" USE GROUP: Developments and Anticipated Developments by the Year that COs are Anticipated to be Issued (1.7 job per 1,000)													
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total Area	Jobs
Approved Development Applications													
												0	0.0
												0	0.0
Pending Development Applications													
												0	0.0
												0	0.0
Anticipated Development Applications													
												0	0.0
												0	0.0
Other Projected Development													
Historic Trend Data			2,500		7,500		10,000		18,000		20,000	58,000	98.6
Total	0	0	2,500	0	7,500	0	10,000	0	18,000	0	20,000	58,000	98.6
Total Projected Demolitions												0	0.0

Notes/Sources: Historical Trend Data and Current Market Conditions

Finally, Blairstown is expected to gain 19,000 square feet of storage space between now and 2018. This would produce 19 new jobs for the Township.



TABLE NR-5S "S" USE GROUP: Developments and Anticipated Developments by the Year that COs are Anticipated to be Issued (1.0 jobs per 1,000 square feet)													
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total Area	Jobs
Approved Development Applications													
												0	0.0
												0	0.0
												0	0.0
Pending Development Applications													
												0	0.0
												0	0.0
												0	0.0
Anticipated Development Applications													
												0	0.0
												0	0.0
												0	0.0
Other Projected Development													
Historic Trend Data				2,000		8,000		3,000		6,000		19,000	19.0
Total	0	0	0	2,000	0	8,000	0	3,000	0	6,000	0	19,000	19.0
Total Projected Demolitions												0	0.0

Notes/Sources: Historical Trend Data and Current Market Conditions

Table NR-6 shows the square footage that is anticipated to occur within Blairstown between 2008 and 2018 in all use categories. A total of 142,593 square feet of new non-residential development is projected to occur over the ten year period; this averages to almost 13,000 square feet per year.

TABLE NR-6 NET PROJECTED NEW DEVELOPMENT												
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total
Certificates of Occupancy Issued												
A1 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
A2 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
A3 - Assembly	0	0	2,500	0	0	4,000	0	5,000	0	0	7,500	19,000
A4 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
A5 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
B - Office	12,593	0	0	4,000	0	0	0	7,000	0	0	0	23,593
F - Industrial	0	0	0	0	8,000	0	0	0	0	15,000	0	23,000
H - High Hazard	0	0	0	0	0	0	0	0	0	0	0	0
I - Institutional	0	0	0	0	0	0	0	0	0	0	0	0
M - Retail	0	0	2,500	0	7,500	0	10,000	0	18,000	0	20,000	58,000
R1 - Dormitory	0	0	0	0	0	0	0	0	0	0	0	0
S - Storage	0	0	0	2,000	0	8,000	0	3,000	0	6,000	0	19,000
Total Development	12,593	0	5,000	6,000	15,500	12,000	10,000	15,000	18,000	21,000	27,500	142,593
Demolition Permits Issued												
A1 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
A2 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
A3 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
A4 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
A5 - Assembly	0	0	0	0	0	0	0	0	0	0	0	0
B - Office	0	0	0	0	0	0	0	0	0	0	0	0
F - Industrial	0	0	0	0	0	0	0	0	0	0	0	0
H - High Hazard	0	0	0	0	0	0	0	0	0	0	0	0
I - Institutional	0	0	0	0	0	0	0	0	0	0	0	0
M - Retail	0	0	0	0	0	0	0	0	0	0	0	0
R1 - Dormitory	0	0	0	0	0	0	0	0	0	0	0	0
S - Storage	0	0	0	0	0	0	0	0	0	0	0	0
Total Demolitions	0	0	0	0	0	0	0	0	0	0	0	0
Total Projected Net Non-Residential Growth	12,593	0	5,000	6,000	15,500	12,000	10,000	15,000	18,000	21,000	27,500	142,593

Source: Planning Board Applications list

The projected non-residential development between 2008 and 2018 will generate an estimated new 242 jobs. The majority of the jobs will be generated by the anticipated retail development, as shown in Table NR-7. If realized, the projected non-residential development for the remainder of the Third Round cycle will require 15.1 affordable housing units.

TABLE NR-7 NET PROJECTED EMPLOYMENT GROWTH (BY JOBS)													
	Jobs / 1,000 sf	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total
Certificates of Occupancy Issued													
A1 - Assembly	1.6	0	0	0	0	0	0	0	0	0	0	0	0
A2 - Assembly	3.2	0	0	0	0	0	0	0	0	0	0	0	0
A3 - Assembly	1.6	0	0	4	0	0	6	0	8	0	0	12	30
A4 - Assembly	3.4	0	0	0	0	0	0	0	0	0	0	0	0
A5 - Assembly	2.6	0	0	0	0	0	0	0	0	0	0	0	0
B - Office	2.8	35	0	0	11	0	0	0	20	0	0	0	66
F - Industrial	1.2	0	0	0	0	10	0	0	0	0	18	0	28
H - High Hazard	1.6	0	0	0	0	0	0	0	0	0	0	0	0
I - Institutional	2.6	0	0	0	0	0	0	0	0	0	0	0	0
M - Retail	1.7	0	0	4	0	13	0	17	0	31	0	34	99
R1 - Dormitory	1.7	0	0	0	0	0	0	0	0	0	0	0	0
S - Storage	1	0	0	0	2	0	8	0	3	0	6	0	19
Total New Development		35	0	8	13	22	14	17	31	31	24	46	242
Demolition Permits Issued													
A1 - Assembly	1.6	0	0	0	0	0	0	0	0	0	0	0	0
A2 - Assembly	3.2	0	0	0	0	0	0	0	0	0	0	0	0
A3 - Assembly	1.6	0	0	0	0	0	0	0	0	0	0	0	0
A4 - Assembly	3.4	0	0	0	0	0	0	0	0	0	0	0	0
A5 - Assembly	2.6	0	0	0	0	0	0	0	0	0	0	0	0
B - Office	2.8	0	0	0	0	0	0	0	0	0	0	0	0
F - Industrial	1.2	0	0	0	0	0	0	0	0	0	0	0	0
H - High Hazard	1.6	0	0	0	0	0	0	0	0	0	0	0	0
I - Institutional	2.6	0	0	0	0	0	0	0	0	0	0	0	0
M - Retail	1.7	0	0	0	0	0	0	0	0	0	0	0	0
R1 - Dormitory	1.7	0	0	0	0	0	0	0	0	0	0	0	0
S - Storage	1	0	0	0	0	0	0	0	0	0	0	0	0
Total Demolitions		0	0	0	0	0	0	0	0	0	0	0	0
Total Projected Net Employment Growth		35	0	8	13	22	14	17	31	31	24	46	242

Table NR-8 shows the total employment that is forecasted in Blairstown for both actual non-residential development between 2004 and 2007 and projected non-residential development between 2008 and 2018. A total of 360.4 jobs are anticipated for the Third Round cycle, which will require 22.53 affordable housing units (Table NR-9).

TABLE NR-8 TOTAL NET NON-RESIDENTIAL EMPLOYMENT GROWTH (SUM OF ACTUAL & PROJECTED GROWTH)															
	Actual				Projected										Total
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Total New Developments	24.6	69.9	19.0	5.3	35.26	0.0	8.25	13.2	22.35	14.4	17.0	30.6	30.6	24.0	46.0
Total Demolition	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Net Employment Growth	24.6	69.9	19.0	5.33	35.26	0.0	8.25	13.2	22.35	14.4	17.0	30.6	30.6	24.0	46.0

TABLE NR-9 AFFORDABLE HOUSING UNIT OBLIGATION GENERATED BY NON-RESIDENTIAL DEVELOPMENT																
	Actual				Projected											Total
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
Total Net Employment Growth	24.56	69.85	19.0	5.33	35.26	0.0	8.25	13.2	22.35	14.4	17.0	30.6	30.6	24.0	46.0	360.4
Divided by 16	1.54	4.37	1.19	0.33	2.2	0.0	0.52	0.83	1.4	0.9	1.06	1.91	1.91	1.5	2.88	22.53

Note: Negative growth projections are not permitted. Total net growth of less than 0 is rounded up to 0.

The total projected affordable housing obligation for Blairstown is shown in Table T-1. Residential construction has produced 16.1 affordable units from actual development, but is projected to require 29.9 affordable units for projected residential development. Meanwhile, non-residential development has already generated an obligation of 7.4 affordable units. In addition, another 15.1 units will be needed for the projected non-residential development anticipated to occur during the remainder of the Third Round cycle. In total, non-residential development will generate an obligation of 22.5 affordable housing units. Combined, residential and non-residential development will generate a total of 68.5 affordable housing units projected for Blairstown's entire Third Round growth share.

TABLE T-1 TOTAL PROJECTED AFFORDABLE HOUSING OBLIGATION GENERATED BETWEEN 2004 & 2018																
	Actual				Projected											Total
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
Total Residential	4.0	2.3	6.5	3.3	0.8	1.6	3.2	2.6	3.4	3.0	3.2	2.6	2.8	4.2	2.6	46.0
Total Non-Residential	1.5	4.4	1.2	0.3	2.2	0.0	0.5	0.8	1.4	0.9	1.1	1.9	1.9	1.5	2.9	22.5
Total Obligation	5.5	6.6	7.7	3.6	3.0	1.6	3.7	3.4	4.8	3.9	4.3	4.5	4.7	5.7	5.5	68.5

5. CAPACITY FOR FAIR SHARE

A determination of Blairstown's present and probable fair share for affordable housing, along with the capacity to accommodate those units is required by COAH. As shown in Table T-1, the Township has generated an obligation of 23.4 affordable housing units between 2004 and 2007. This means that the Township has a present need of 24 affordable units, generated in just the first four years of the Third Round cycle. As for Blairstown's future affordable housing share, future residential and non-residential construction in the Township is projected to generate an obligation of 45 affordable housing units for the remainder of the Third Round cycle.

Blairstown's capacity to accommodate its present and prospective affordable housing need is determined by three components – land, water and sewer. Note that land development is limited by wetlands, flood plains, steep slopes, easements (conservation, drainage, sewer, water), parcel size and municipal regulations.

Anticipated land use patterns included single-family residential development, and limited assembly, industrial, office, retail and storage uses over the next ten years. Blairstown's economic development policy is to encourage new development that brings quality jobs to the municipality. Constraints on development typically include steep slopes and wetlands as well as sufficient land sizes to accommodate wells and private septic systems. Measures to deal with constraints included the continued balance of health and safety with new development proposals.

There is no public sewer in Blairstown, which limits development to larger parcel sizes. Currently, there is only public water in the village, limited capacity remains in the water tower for new development within the village area. Outside the village, there is no public water.

Blairstown has very little Township-owned land that is vacant and appropriate for affordable housing. Two parcels have been identified as potential locations for group home facilities along Giasler Road and are discussed in greater depth in the mechanisms section of the Fair Share Plan. In addition to the vacant parcels, the Township is considering Block 202, Lot 25 as a potential location for affordable housing if other better-suited properties are not found.

As for structures suitable for rehabilitation, according to the Census and COAH, there are at least 16 structures in the Township, but Blairstown has already satisfied and exceeded their rehabilitation obligation.

Finally, three developers have expressed an interest to provide affordable housing in Blairstown. Community Options, Inc., a group home builder and Conifer Realty, LLC have both been contacted and have sent letters of interest to the Township. Another for-profit developer approached the Township with a proposal to build an inclusionary project that would merely meet its own obligation – not aid the Township in meeting the overall obligation. This proposal is not a mechanism that Blairstown feels is appropriate or beneficial for the community.

CONTENT OF FAIR SHARE PLAN

1. Description of existing credits intended to satisfy the obligation;
2. Description of any adjustments to any portion of the fair share obligation, which shall include all information and documentation required;
3. Description of mechanisms that will be used to meet the new total obligation;
4. Draft an implementation schedule that sets forth a detailed timetable for units to be provided
 - Documentation for mechanisms to address the prior round obligation, rehabilitation share and growth share obligation up to the first plan review shall be submitted at the time of petition
 - Documentation for zoning for inclusionary development, accessory apartment program, or market to affordable program shall be submitted at the time of petition and implemented within 45 days of certification;
5. If seeking vacant land adjustment or household and employment growth projection adjustment shall submit all the information required, unless:
 - Municipality demonstrates that the mechanisms do not rely upon the availability of vacant land or municipality reserves scarce resources;
6. Include draft and/or adopted ordinances necessary for implementation;
7. Demonstrate that existing zoning or planned changes provide adequate capacity to accommodate affordable housing;
8. Demonstrate existing planned water/waste water treatment capacity is sufficient to accommodate all proposed mechanisms; and
9. Draft a spending plan if the municipality maintains or intends to establish an affordable housing trust fund, which includes:



- Projection of revenues anticipated from development fees
- Projection of revenues from other sources
- Description of administrative mechanism that will be used to collect and distribute revenues
- Description of use of all affordable housing trust funds
- Schedule for expenditure of all housing trust funds
- Schedule for creation or rehabilitation of housing units
- If supporting or sponsoring public sector or non-profit construction of housing, a pro-forma statement of the anticipated costs and revenues associated with the development
- Plan to spend trust fund balance as of date of its third round petition within four years of the council's approval of spending plan
- Method through which the municipality will address any expected or unexpected shortfall if revenues aren't sufficient
- Description of anticipated use of excess affordable housing trust funds.

In adopting its housing element, a municipality may provide for its fair share of low and moderate income housing by means of any technique or combination of techniques which provide a realistic opportunity for the provision of the fair share. These potential techniques include but are not limited to:

- Rehabilitation of existing substandard housing units;
- ECHO units;
- Zoning for inclusionary development;
- Redevelopment;
- Municipally-sponsored and 100% affordable developments;
- Accessory apartment program;
- Market to affordable program (formally referred to as a buy down program);
- Supportive and special needs housing;
- Assisted living residences;
- Utilization of funds generated by development fees on new construction to build affordable units.

FAIR SHARE PLAN

1. FAIR SHARE OBLIGATION

Dwelling units are affordable to low and moderate income households if the maximum sales price or rental cost is within their ability to pay such costs, based on a specific formula. COAH provides income limits based upon the median gross household income of the COAH housing region in which the household is located. A moderate income household is one with a gross household income equal to or more than 50%, but less than 80%, of the median gross regional household income. A low-income household is one with a gross household income equal to 50% or less of the median gross regional household income. Blairstown Township is located in Region 2, which contains Essex, Morris, Union and Warren Counties.

Using the 2008 weighted regional income limits adopted by COAH, a four-person Region 2 median household income is estimated at \$83,771. A moderate-income four-person household could earn a maximum of \$67,017 (80% of regional median) and a four person low-income household could earn a maximum of \$41,886 (50% of regional median). Income levels for one, two, three and four person households as of 2008 are given below.

2008 REGIONAL INCOME LIMITS FOR REGION 2 MUNICIPALITIES					
	1 person	2 person	3 person	4 person	5 person
Median	\$58,640	\$67,017	\$75,394	\$83,771	\$90,473
Moderate	\$46,912	\$53,613	\$60,315	\$67,017	\$72,378
Low	\$29,320	\$33,508	\$37,697	\$41,886	\$45,236
<i>Source: http://www.nj.gov/dca/coah/incomelimits.pdf</i>					

COAH REQUIREMENTS

COAH has specific requirements on unit size distribution, affordable unit sales price and rental costs, bedroom mix among other regulations which are provided in N.J.A.C. 5:80-26.1 et.seq. In each affordable development, at least 50% of the restricted units within each bedroom distribution must be low income and the remainder moderate income. For



affordable developments that are not age-restricted, not more than 20% of the units may be efficiency or one-bedroom units, and at least 30% shall be two-bedroom units, and at least 20% shall be three-bedroom units. Age-restricted affordable units can provide a modified bedroom distribution.

The monthly cost of owner occupied units, which includes mortgage (principal and interest), taxes, insurance and homeowner's or condominium association fees, may not exceed 28 percent of gross monthly household income. In addition, moderate-income sales units must be available for at least three different prices and low-income sales units available for at least two different prices for each bedroom type.

Under COAH regulations, rents may not exceed 30 percent of the eligible monthly income of the appropriate household size. The maximum average rent must be affordable to households earning not more than 60 percent of median income; the average rent for low and moderate income units must be affordable to households earning no more than 52% of median income. There must be rents established for each bedroom type having both low and moderate income units provided that 10 percent must be affordable to families earning no more than 35 percent of median income.

Blairstown's Fair Share Plan describes the projects, strategies and funding sources that the Township proposes to address its affordable housing obligation as set by COAH. The Township's Third Round Housing Element and Fair Share Plan addresses a growth share obligation of 118 units. The three components that must be addressed by this plan are contained in the table below.

BLAIRSTOWN TOWNSHIP: COAH OBLIGATION				
Rehabilitation	Prior Round	Housing Allocation	Employment Allocation	Growth Share
16	12	402 ÷ 5 80.4	597 ÷ 16 37.3	117.7

2. BLAIRSTOWN'S COAH OBLIGATION

Blairstown's Fair Share Plan describes the projects, strategies and funding sources with which the Township proposes to address its affordable housing obligation, as it has been set by COAH. The Township's Third Round Housing Element and Fair Share Plan addresses a growth share obligation of 118 units. The three components that must be addressed by this plan are:

Rehabilitation Share: 16

COAH determined Blairstown's share for rehabilitation units to be 16 homes. This number was calculated by COAH utilizing 2000 Census characteristics that included over-crowded units, older housing units built before 1939 and units with incomplete plumbing facilities or kitchen facilities.

Prior Round Obligation: 12

The Township has a prior round obligation of 12 units to address in its Third Round Plan. The prior round includes the period between 1987 and 1999. There are minimum and maximum requirements regarding the development of rentals and age-restricted units for the Prior Round obligation (PRO), which are listed below:

Minimum rental requirement = $25\%(PRO) = .25(12) = 3$

Maximum age-restricted = $25\%(PRO + Rehabilitation Share) = .25(12+16) = 7$

Maximum bonus credits = $25\%(PRO) = .25(12) = 3$

Growth Share Obligation: 118

Blairstown must plan for a growth share obligation of 118 units, lacking any adjustments. COAH projects that the Township will grow by 402 housing units and 597 jobs between 2004 and 2018. COAH's rules require that 50% of the growth share obligation (GSO) for Blairstown be family housing units – non-age-restricted. Additionally, there are minimum and maximum requirements regarding the development of rentals and age-restricted units, which are listed below:

Minimum family units = $50\%(GSO) = .50(118) = 59$

Minimum rental requirement = $25\%(GSO) = .25(118) = 30$ (must round up)



Minimum family rental units = $.50(\text{rental requirement}) = .50(.25(118)) = 15$ (must round up)

Maximum age-restricted = $25\%(GSO) = .25(118) = 29$ (must round down)

Maximum bonus credits = $25\%(GSO) = .25(118) = 29$ (must round down)

2. ADJUSTMENTS

Blairstown will not be requesting any adjustments for its rehabilitation, prior round or growth share obligation.

3. EXISTING CREDITS

Blairstown has a total of 53 existing credits from two group homes and existing rehabilitations.

Rehabilitation Credits (33)

Blairstown must rehabilitate a total of 16 units. The Township began its own rehabilitation program in 2001 and since then has rehabilitated 45 homes. Each home received \$8,100 and was raised from below code to meet current code standards. Each of the homes rehabilitated were owner-occupied and had a 6 year deed restriction, some of which have paid the loan amount back to Blairstown and therefore the controls were removed. Of the total 45 units rehabilitated, 33 homes still have the appropriate controls in place. The Township has more than exceeded COAH's obligation of 16 rehabilitation units.

Prior Round Credits (12)

Blairstown has two group home operators within the Township – Easter Seals of New Jersey and Phoenix Properties – DBA. The homes have a total of 11 bedrooms. Easter Seals of New Jersey is located at 3 Beechwood Lane. The facility is being used towards the prior



round obligation (6 credits) and the third round obligation (2 credits). This group home is regulated by the New Jersey Department of Human Service Division of Mental Health Services (DMHS) and has a total of 8 bedrooms for mentally ill persons. All the residents are low income. The facility is eligible for 8 credits.

Phoenix Properties - DBA has a group home facility at 288 Route 94 in Blairstown. This facility is licensed by the New Jersey Department of Human Services Division of Developmental Disabilities and houses low-income developmentally disabled persons. The home has three bedrooms and received its initial Certificate of Occupancy in 2001. This facility is eligible for 3 credits. *Because the group home is a rental facility that has affordability controls, it is eligible to receive three bonus rental credits for the prior round.*

Third Round Credits (2)

Two credits are being used from the Easter Seals group home facility to address the third round obligation.

4. PROPOSED MECHANISMS

The following mechanisms are proposed to meet the remaining (116) third round obligation.

1. Development Fee Ordinance

Blairstown has an existing development fee ordinance that requires a 1.0% residential and 1.5% non-residential equalized assessed value fee. Blairstown is proposing to update its development fee ordinance to meet the new rules of A-500, now P.L. 2008, c.46, that requires all non-residential development to pay a flat fee of 2.5% equalized assessed value (EAV) fee. Additionally, the Township proposed to increase its residential fee to 1.5% EAV to go into the housing trust fund. The monies generated will be used to create a local affordability assistance program for rental units, fund an accessory apartment program, fund a market to affordable housing program, attract and assist group home builders, aid organizations in constructing 100% affordable developments and fund some administration costs as permitted by COAH.



2. Accessory Apartment Ordinance

Blairstown has an existing accessory apartment ordinance that was a part of its prior round plan. This ordinance restricted accessory apartments to age-restricted units and limited the locations and bulk standards for these apartments. Since the ordinance was adopted in 2001, there have been no accessory apartments created. Due to this fact, the Township has substantially revised the existing accessory apartment ordinance – removing the age-restriction condition, expanding it to be permitted in all residential zones, removing some conditions and increasing the minimum subsidy. All the recommended changes and additions to the accessory apartment ordinance can be found in the Appendix. This mechanism would yield an estimated 10 units.

3. Market to Affordable Program

Blairstown is proposing to create a market to affordable program, which would take advantage of the existing rental market within the Township. The 2000 Census reported that Blairstown contained 257 rental units with a median rent of \$882. More than 25% of the rental stock rents for less than \$750 a month and 58% of the stock rents for less than \$1,000 a month. COAH permits a gross rent of \$942 for a one bedroom moderate unit (at 60% median income) and \$770 for a one bedroom low unit (at 49% median income) per month. As for two bedroom rentals, COAH permits a moderate income unit a gross rent of \$1,131 per month and a low income unit a gross rent of \$924 per month. A large majority of the existing rental stock is rented at prices consistent with COAH's requirements.

The Housing Subcommittee has already met with some property owners who own rental units to begin a dialogue and gauge interest. In fact one property owner has already submitted a letter of interest in the program, which is included in the Appendix. Once approved by COAH, the Township will begin an aggressive campaign to advertise the program, its requirements and benefits for both the property owner and the Township. Blairstown proposes to convert five market-rate apartments to affordable family units and another five market-rate apartments to age-restricted affordable rental units. This mechanism would yield an estimated 10 units. COAH does permit more market to affordable units once a municipality demonstrates a successful history. If Blairstown is successful in converting existing rental units from market to affordable units and quickly attains ten units, the Township can submit a request to COAH for permission to convert additional market-rate units.

4. Supportive and Special Needs Housing

The Township has two existing group homes and welcomes new facilities to locate within its borders. Blairstown has two existing Township-owned parcels on Gaisler Road that they are willing to sell or give to supportive and special needs housing builders. These parcels are known as Block 101, Lots 10.11 and 10.12 or 38 and 36 Gaisler Road.

The Mayor and Municipal Housing Liaison have already met with Community Options, Inc. based out of Wayne, New Jersey to discuss the construction of a group home on one of the two lots mentioned above. Community Options, Inc. has sent a letter of interest that states that they are ready to move forward and accept the land to build a five bedroom group home. In addition to Community Options, Inc. the Township has already reached out to Lutheran Homes and Allies and begun discussions. The Township plans to continue to reach out to existing supportive and special needs builders and work with them to build projects on Township-owned property or other parcels within the Township. This mechanism is anticipated to yield at least three group homes with a potential of 14 bedrooms.

5. Municipally-sponsored and 100% Affordable Developments

Blairstown does own one larger vacant parcel, which could support the construction of a 100% affordable development if needed. The site is a 16 acre parcel located at 77 Stony Brook Road. This is also known as Block 202, Lot 25. This property is a **potential** affordable housing site, if better suited parcels cannot be found and purchased.

In addition to the existing Township parcel, Blairstown is committed to working with developers like Conifer Realty, LLC, who build 100% affordable developments in rural areas similar to Blairstown. These types of developers find land within the Township and work together with the municipality to create a development that meets both the developer's needs and the municipality's obligation. Conifer Realty, LLC has already submitted a letter of interest to pursue affordable housing development opportunities within Blairstown.

In addition to developers like Conifer Realty, LLC, Blairstown intends to encourage affordable housing developers (non-profit or profit) to build 100% affordable developments within the Township to meet Blairstown's affordable housing obligation where deemed appropriate.

These municipally-sponsored and 100% affordable developments will contain both family and age-restricted units to meet Blairstown's third round obligation. To meet the Township's obligation of 118 units an estimated 24 age-restricted units and 28 family units would be needed.

6. Levitt/Solondz Subdivision

In July of 2008 the Planning Board granted a one year extension to the Levitt/Solondz subdivision, located at block 1503, lots 8.13 and 8.14. The applicant requested an extension for his final major subdivision approval granted in 2005. The resolution granting the year extension conditions it on the inclusion of a duplex unit that would contain 2 affordable units on-site.

7. Grants & Other Sources of Funding

Currently, the Department of Community Affairs is offering a Small Cities CDBG 2009 Grant. The purpose of this grant is to provide for public facilities, housing rehabilitation and community revitalization to benefit low and moderate income households. The grant monies cannot be used for new construction, but they can be used to support affordable housing development with activities such as site assemblage, engineering, infrastructure improvements and utilities hook-ups. Blairstown is eligible for this grant and plans to pursue this and other grant opportunities as they become available.

SUMMARY OF FAIR SHARE PLAN STRATEGIES

The Prior Round obligation will be satisfied with 6 of the 8 bedrooms in the Easter Seals group home and the 3 bedrooms in Phoenix Properties group home that is eligible for 3 bonus credits. This totals to 12 credits and will met the 12 credit Prior Round obligation.

The Third Round will be met with 2 remainder credits from Easter Seals and an additional 14 bedrooms in at least three group home facilities to be built by entities such as Community Options, Inc. An accessory apartment program and market to affordable program will be implemented. Municipally-sponsored/ 100% affordable developments will occur on either Township-owned land or acquired parcels to create family and age-restricted affordable housing. Finally, the Levitt/Solondz subdivision will contain a minimum of two family units when built. The following table breaks down the existing and proposed affordable units by type.

MECHANISMS & CREDITS					
Facility	Type	Round	Credits	Bonuses	Total
Easter Seals	Group Home/Rental	Prior	3	3	6
Phoenix Properties	Group Home/Rental	Prior	6	0	6
PRIOR ROUND TOTAL					12
Easter Seals	Group Home/Rental	Third	2	0	2
Future Group Homes	Group Home/Rental	Third	14	0	14
Accessory Apartment Program	Family/Rental	Third	10	0	10
Market to Affordable	Family/Rental	Third	5	0	5
Market to Affordable	Age-Restricted/Rental	Third	5	0	5
Municipally-sponsored/100% Affordable	Family/Rental	Third	28	28	56
Municipally-sponsored/100% Affordable	Age-Restricted/Rental	Third	24	0	24
Levitt/Solondz Subdivision	Family	Third	2	0	2
THIRD ROUND TOTAL					118

6. IMPLEMENTATION SCHEDULE

IMPLEMENTATION SCHEDULE											
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Development Fees											
Accessory Apartment Ordinance											
Adopt Amended Ordinance											
Advertise Ordinance Adoption											
Construction/Conversion of Apartments											
Market to Affordable Program											
Hold information seminars											
Advertise program/Solicit property owners											
Convert units											
Supportive/Special Needs Housing											
Solicit non-profit/profit builders											
Obtain permits											
Construction											
Occupancy											
Municipally-Sponsored/100% Affordable Developments											
Search for sites											
Solicit non-profit/profit builder											
Obtain permits											
Construction											
Occupancy											

7. SPENDING PLAN

Blairstown will amend its Development Fee Ordinance to reflect the new legislation and continue to capture funds that will be used to support its affordable housing obligations. These funds will be used for the following purposes:

- Accessory Apartment Program
- Market to Affordable Program
- Assist group home builders
- Provide affordability assistance – minimum 30%
 - Funds will be used for rent subsidies and the creation or conversion of existing affordable units to very low-income units to meet very low-income requirements
- Administration – maximum 20%
- Assist 100% affordable developments



Based upon the projected development activity, Blairstown expects to collect about \$944,355 during the remainder of the Third Round period, based on 2008 dollars and the following assumptions:

- Residential fees at 1.5% the equalized assessed value, assuming an average house value of \$211,00 from the 2000 Census
- Non-residential fees at 2.5% the EAV, based on average square footage rates in the area to project future development values, based on 2008 dollars

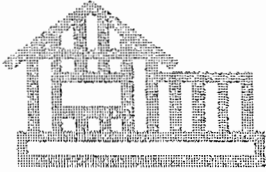
The following table shows the projected development, assessed value and projected development fees that the development is anticipated to generate.

PROJECTED NEW DEVELOPMENT FEE												
Source of Funds	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	TOTAL
Residential	\$12,660	\$25,320	\$40,500	\$58,500	\$76,500	\$67,500	\$72,000	\$58,500	\$63,000	\$94,500	\$58,500	\$627,480
A-3 Assembly	\$0	\$0	\$7,813	\$0	\$0	\$12,500	\$0	\$15,625	\$0	\$0	\$23,438	\$59,375
B - Office	\$0	\$0	\$0	\$13,000	\$0	\$0	\$0	\$22,750	\$0	\$0	\$0	\$35,750
F - Industrial	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$18,750	\$0	\$28,750
M - Retail	\$0	\$0	\$7,500	\$0	\$22,500	\$0	\$30,000	\$0	\$54,000	\$0	\$60,000	\$174,000
S - Storage	\$0	\$0	\$0	\$2,000	\$0	\$8,000	\$0	\$3,000	\$0	\$6,000	\$0	\$19,000
Total	\$12,660	\$25,320	\$55,813	\$73,500	\$109,000	\$88,000	\$102,000	\$99,875	\$117,000	\$119,250	\$141,938	\$944,355

The detailed Spending Plan is included in the Appendix.

APPENDIX

1. Fire/Demolition Documentation
2. Phoenix Properties Alternative Living Survey
3. Easter Seals Alternative Living Survey
4. Community Options, Inc. Letter of Interest
5. Conifer Realty, LLC Letter of Interest
6. Harris Letter of Interest
7. H & H Elite Properties, Inc. Letter of Interest
8. Draft Proposed Amendments to Development Fee Ordinance
9. Draft Proposed Amendments to Accessory Apartment Ordinance
10. Draft Spending Plan
11. Draft Affordable Housing Ordinance
12. Draft Affirmative Marketing Plan



Blairstown Township Construction Department
106 Route 94
Blairstown, New Jersey 07825

Construction Official

(908) 362-6663 X223 (Phone)

(908) 362-9635 (Fax)

MEMORANDUM

Rec card for
Prior year.

TO: Theresa Tamburro

Dated: October 8, 2008

FROM: Margaret McGinley

Re: Demolitions/Fire-Rebuilds 2004-2007

	<u>Block/Lot</u>	<u>Permit</u>	
① Pittala – 48 Mud Pond Road	2102/1.11	07-128	Still open 04 2008 6
Jones – 33 Wishing Well Road	402/3*	04-215	N/A.
Note: This permit was abandoned, structure never demolished.			
② ✓ Cruts – 25 Jacksonburg Road	1001/4	04-52	03 2004 6.
③ ✓ Murnan – 146 Cedar Lake Road	1601/13.03	05-29	05
④ ✓ Necker – 85 Heller Hill Road	2201/1	06-127	05 2006 6.
⑤ Wilson – 20 Cedar Lake Road	1402/41.01	08-150*	08
Note: This year – 2008			

Except for Jones, the above were fire replacements. They are either currently in the process of rebuilding their home or are currently living in their new rebuilt homes.

PITTALA, RICHARD & DONNA	
SALE DATE 121885	PRICE 115000
BLDG CLS= 16	ONE FAMILY
YR BUILT= 1978	INTER GOOD
EXT. FIN= ALUM/VINYL	EXTER GOOD
PT. BRICK	LAYOT GOOD

```

DESIGN = BI-LEVEL          2S-B
*.....21.....*
$.....23.....+

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*.....23.....+

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.....23.....21.....

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$$\begin{array}{ccccccc} & & \cdot & & \cdot & & \\ & & 23 & & & & \\ * & \dots\dots\dots 17 & + & \dots\dots\dots * & \dots\dots\dots 21 & \dots\dots\dots & \\ 2 & & & 2 & & 22 & F \end{array}$$

```

2      D      :      2      22      E
*.....17.....*      *.....22.....

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MAIN BUILDING AREAS

DESCRIPT.	BSMT	FRST	UPPR	HALF	ATTC
A 2S-S		552	552		
B 2S-BIG		506	506		

B	2S-B16	304	304
C	1S-CR	414	
D	2S0V		34
E	2S0V		64

DESCRIPT.	MAIN	BUILDING	AREAS		
	BSMT	FRST	UPPR	HALF	ATTC
A 2S-S		552	552		
B 2S-BIG		504	504		
C 1S-CR		414			
D 2SOV			34		
E 2SOV			44		
TOTAL		1470	1134		
*TOTAL SQFT LIVING AREA =				2604	

DESCRIPT.	AREA
B BI GARAGE	504
F WOOD DECK	420

DETACHED ITEM AREAS						
DESCRIPT.	AREA	RATE	QFAC	COND	CCF	VA
POOL VINY	512	8.86	1.00	.40	2.40	4
F SHED 1S	630	4.70	1.00	1.30	2.40	9

```

***
---ADJUSTMENT---          ---MARKET---
INFL(+)  COND(-)          INFLUENCES
                               VALUE
                               38500
                               7140
                               45640
VALUE

```

POOL ASSESSORY BLDG C/O 4/29/99

~~2104~~

PROCESS DATE 02/07/08

BLK 2102 48 MUD POND ROAD
LOT 1.11 1.02 AC
CARD 01 OF 02 VCS= 210
PROP CLS= 2
ZONING= R-5
TAX MAP= 21

PITTALA, RICHARD & DONNA
SALE DATE 121885 PRICE 115000

----- BUILDING CALCULATIONS -----
DESCRIPT UNITS RATE QFAC VALUE

REPLACEMENT COST (2001) 0

COST CONVERSION FACTOR 1.15

REPLACEMENT COST NEW 0

NET CONDITION (0000) 1.000

APPRAISED BLDG. VALUE 0

ACCESS/FARM BUILDINGS 13507

TOTAL IMPROVEMENT VALUE 13500

DRAWING NOT AVAILABLE

DETACHED ITEM AREAS
DESCRIPT. AREA RATE QFAC COND CCF VALU
POOL VINY 512 31.86 1.00 .72 1.15 1350

**** LAND CALCULATIONS ****

FRNT AVER DPTH NO OF UNIT
FOOT DPTH FAC. UNITS RATE
SITE 1 125000
ACREAGE 1.02 15000
* TOTAL LAND VALUE

---ADJUSTMENT---
INFL(+) COND(-)

VALUE
125000
15300
140300

---MARKET---
INFLUENCES

--- FINAL VALUATION SUMMARY ---
LAND IMPROVEMENT TOTAL
140,300 13,500 153,800

8/14/07 HOUSE DEMOLISHED DUE TO FIRE
2/20/07

CERTIFICATE



Blairstown Township
106 Route 94
Blairstown, NJ 07825

IDENTIFICATION

Block: 2102 Lot: 1.11
Work Site Location: 48 Mud Pond Road
Owner in Fee/Occupant: Richard and Donna Pittala
Address SAME AS ABOVE

Tele. (908) 362-8108 Fax ()
Contractor: OWNER
Address:

Tele. ()
Lic. No. Or Bldrs. Reg. No.
Federal Emp. No.

☒ CERTIFICATE OF OCCUPANCY

This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.

☐ CERTIFICATE OF APPROVAL

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of inspection.

☐ TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

If this is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than or the owner will be subject to fine or order to vacate.

Construction Official RALPH S. PRICE

Home Warranty No.:
Type of Warranty Plan: ☐ State ☐ Private
Use Group: R-5
Maximum Live Load:
Construction Classification: 5B
Maximum Occupancy Load:
Description of Work/Use:

NEW CONSTRUCTION SINGLE FAMILY DWELLING

☐ CERTIFICATE OF CLEARANCE - LEAD ABATEMENT 5:17

This serves notice that based on written certification; lead abatement was performed as per NJAC 5:17, to the following extent:
Total removal of lead-based paint hazards in scope of work
Partial or limited time period () years; see file

☐ CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

☐ CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until

Fee \$ _____ Collected by: _____
Paid _____ Check No. _____



Blairstown Township
106 Route 94
Blairstown, NJ 07825

IDENTIFICATION

Block: 2102 Lot: 1.11
Work Site Location: 48 Mud Pond Road
Owner in Fee/Occupant: Richard & Donna Pittala
Address SAME AS ABOVE

Tele. (908) 362-8108 Fax ()

Contractor: OWNER
Address:

Tele. ()
Lic. No. Or Bldrs. Reg. No.
Federal Emp. No.

☐ CERTIFICATE OF OCCUPANCY

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☐ TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

If this is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than or the owner will be subject to fine or order to vacate.

Home Warranty No.:
Type of Warranty Plan: ☐ State ☐ Private
Use Group: R-5
Maximum Live Load:
Construction Classification: 5B
Maximum Occupancy Load:
Description of Work/Use:

BUILDING DEMOLITION BI-LEVEL HOME

FILE DAMAGED

☐ CERTIFICATE OF CLEARANCE - LEAD ABATEMENT 5:17

This serves notice that based on written certification; lead abatement was performed as per NJAC 5:17, to the following extent:
Total removal of lead-based paint hazards in scope of work
Partial or limited time period () years; see file

☐ CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

☐ CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until

Fee \$ _____ Collected by: _____
Paid _____ Check No. _____


Construction Official RALPH S. PRICE

CRUTS, LAURA MARIE & ALBERT EARL
 SALE DATE 011698 PRICE 1
 BLDG CLS= 16 ONE FAMILY INTER AVERAG
 YR BUILT= 1930 EXTER AVERAG
 EXT. FIN= WOOD SIDNG LAYOT AVERAG
 PT. STONE

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          PT: STONE
DESIGN =  OLD STYLE      2SF
*...7...*.....27.....*

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MAIN BUILDING AREAS				
DESCRIPT.	BSMT	FRST	UPPR	HALF ATTC

A	2S-B	437	437	437
B	1S-B	364	364	

DESCRIPT.	MAIN	BUILDING	AREAS	HALF	ATTC
	BSMT	FRST	UPPR		
A 2S-B	459	459	459		
B 1S-B	364	364			
TOTAL	823	823	459		
*TOTAL SQFT LIVING AREA =				1282	

LAND CALCULATIONS				ADJUSTMENT---		---MARKET---	
FRNT	AVER	DPTH	NO OF	UNIT	INFL(+)	COND(-)	VALUE
FOOT	DPTH	FAC.	UNITS	RATE			INFLUENCES
SITE			1	55000		02 .50	27500
0-2 ACRES			.09	5000		02	450
		* TOTAL		LAND			27950
				VALUE			

50% LAND VALUE LOT ONLY .09 OF AC.

BLK 1001 25 JACKSONBURG RD
 LOT 4 .09 AC.
 CLASS= 2
 CARD 01 OF 01 VCS= R110 ZONE= R-5
 MAP= 10

CRUTS. LAURA MARIE & ALBERT EARL
 SALE DATE 011698 PRICE 1
 BLDG CLS= 16 INT COND= AVERAGE
 YR BUILT= 1930 EXT COND= AVERAGE
 EXT. FIN= WOOD SIDNG LAY COND= AVERAGE
 PT. STONE

----- BUILDING CALCULATIONS -----
 DESCRIPT UNITS RATE OFAC VALUE

MAIN BUILDING CALCULATIONS
 1ST FLOOR 823 24.64 1.00 20280
 UPPER FLOO 459 15.99 1.00 7339
 PT. STONE 660 3.40 1.00 2244

** TOTAL MAIN BUILDING VALUE 29863

ADD / DEDUCT CALCULATIONS
 BASEMENT 823 4.00 1.00 3292
 HOTWTR BB 1282 1.38 1.00 1772

** TOTAL ADD/DEDUCT VALUE 5064

REPLACEMENT COST (1975) 34927

COST CONVERSION FACTOR 2.40

REPLACEMENT COST NEW 83825

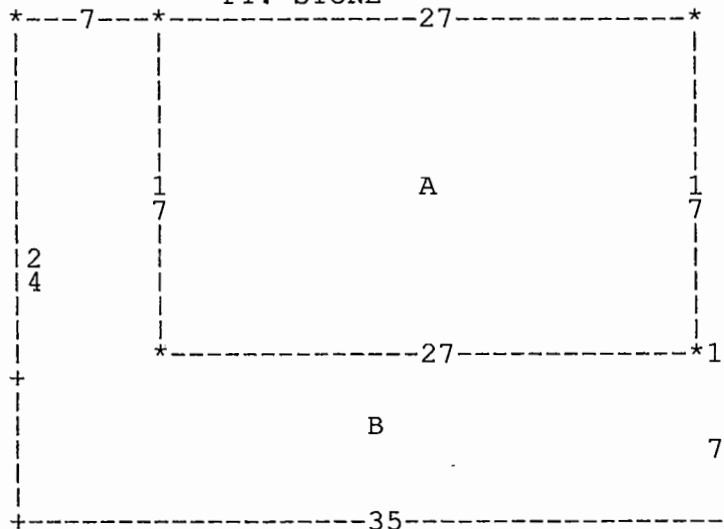
NET CONDITION (1930) .750

MARKET ADJUSTMENT 1.00

APPRAISED BLDG. VALUE 62869

ACCESS/FARM BUILDINGS 0

TOTAL IMPROVEMENT VALUE 62900



MAIN BUILDING AREAS
 DESCRIPT. BSMT FRST UPPR HALF ATTC
 A 2S-B 459 459 459
 B 1S-B 364 364
 TOTAL 823 823 459

**** LAND CALCULATIONS ****
 FRNT AVER DPTH NO OF UNIT ---ADJUSTMENT---
 FOOT DPTH FAC. UNITS RATE INFL(+) COND(-) VALUE
 SITE 1 55000 02 .50 27500
 0-2 ACRES .09 5000 02 450
 * TOTAL LAND VALUE 27950

--- FINAL VALUATION SUMMARY ---
 LAND IMPROVEMENT TOTAL
 28.000 62.900 90.900

50% LAND VALUE LOT ONLY .09 OF AC.
 12/3/03 FIRE 11/26/03 DESTROYED
 UNLIVEABLE

** FIXED VALUE OVERRIDE **
 LAND IMPROVE TOTAL
 28000 5000 33000
 **** END OF PRINT ****

Fire Damage
11/26/03



CERTIFICATE

IDENTIFICATION

Block 1001 Lot 4
Work Site Location 25 Jacksonburg Rd
Blairstown, NJ 07825
Owner in Fee/Occupant Laura Cruts
Address Same
Tele. (908) 813-1208
Contractor RPW Associates, Inc.
Address 223 Stiger St. B-6 Hackettstown, NJ 07840
Tele. (908) 684-3180 Fax ()
Lic. No. or Bldrs. Reg. No. 22-3814804
Federal Emp. No. 032399

☒ CERTIFICATE OF OCCUPANCY

This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.

☐ CERTIFICATE OF APPROVAL

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of inspection.

☐ TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

If this is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than , 19 or the owner will be subject to fine or order to vacate:

☐ CERTIFICATE OF CLEARANCE — LEAD ABATEMENT 5:17

This serves notice that based on written certification, lead abatement was performed as per NJAC 5:17, to the following extent:

[☐] Total removal of lead-based paint hazards in scope of work
[☐] Partial or limited time period (years); see file

☐ CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

☐ CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until .

Home Warranty No. 166926
Type of Warranty Plan: [X] State [] Private
Use Group R-5
Maximum Live Load
Construction Classification 5B
Maximum Occupancy Load
Description of Work/Use: Single Family Home

Fee \$
Paid [☐] Check No.
Collected by:

CONSTRUCTION OFFICIAL

Ralph S. Price

U.C.C. F260
(rev. 3/96)

1 WHITE—APPLICANT

2 CANARY—OFFICE

3 PINK—TAX ASSESSOR

Blairstown Township
106 Route 94
Blairstown, NJ 07825

IDENTIFICATION

Block: 1001 Lot: 4
Work Site Location: 25 JACKSONBURG ROAD

Owner in Fee/Occupant: Albert & lauri Cruets
Address SAME AS ABOVE

Tele. (908) 813-1208 Fax ()

Contractor: OWNER
Address:

Tele. ()
Lic. No. Or Bldrs. Reg. No.
Federal Emp. No.

☒ CERTIFICATE OF OCCUPANCY

This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.

☐ CERTIFICATE OF APPROVAL

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of inspection.

☐ TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

If this is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than or the owner will be subject to fine or order to vacate.

Construction Official

RALPH S. PRICE



CERTIFICATE

Permit No. 04-52

Home Warranty No.:

Type of Warranty Plan: ☐ State ☐ Private

Use Group: R5

Maximum Live Load:

Construction Classification: 5B

Maximum Occupancy Load:

Description of Work/Use:

REMOVE FAMILY DWELLING DUE TO FIRE DWELLING

☐ CERTIFICATE OF CLEARANCE - LEAD ABATEMENT 5:17

This serves notice that based on written certification; lead abatement was performed as per NJAC 5:17, to the following extent:
Total removal of lead-based paint hazards in scope of work
Partial or limited time period () years; see file

☐ CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

☐ CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until

Fee \$ _____ Collected by: _____
Paid _____ Check No. _____

MURNANE, MARK & LESLIE
SALE DATE 110498 PRICE 88000
BLDG CLS= 19 ONE FAMILY INTER EXCELLENCE
YR BUILT= 2001 EXTER EXCELLENCE
EXT. FIN= WOOD SHNGL LAYOT EXCELLENCE

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DESIGN = FACTORIAN      25 5
*.....24.....*
*.....*D...13.....*
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1      .
1      8      C      8
      11      13
*+      +      +

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DESCRIPTION	MAIN BUILDING	BUILDING	AREAS	USED	MALE	ATTC
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DESCRIPT.	BSMT	FRST	UPPR	HALF	ATTN
A A-2S-BG		576	576		576

B	A-2S-B	800	800	800	800
---	--------	-----	-----	-----	-----

C	2S-BG	104	104
D	1S-BG	160	

D	1S-BG		160
E	1S-B	112	112

F 1S-B	32	32
G 1S-B	32	32

G 1S-BG	36	
H 2S0V		48

TOTAL	944	1820	1528	1376
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*TOTAL SQFT LIVING AREA = 3628

ATTACHED ITEM AREAS

DESCRIPT.	AREA
7 OPEN PORCH	736

2	OPEN PURCH	324
7	ATT CANOPY	276

A BSMT GAR.	576
-------------	-----

C BSMT GAR.	104
D BSMT GAR.	160

D BSMT GAR.	180
G BSMT GAR.	36

DETACHED ITEM AREA:

DETACHED ITEM AREAS						
DESCRIPT.	AREA	RATE	QEAC	COND	CCF	VAL
1	1	1	1	1	1	1
2	2	2	2	2	2	2
3	3	3	3	3	3	3
4	4	4	4	4	4	4
5	5	5	5	5	5	5
6	6	6	6	6	6	6
7	7	7	7	7	7	7
8	8	8	8	8	8	8
9	9	9	9	9	9	9
10	10	10	10	10	10	10
11	11	11	11	11	11	11
12	12	12	12	12	12	12
13	13	13	13	13	13	13
14	14	14	14	14	14	14
15	15	15	15	15	15	15
16	16	16	16	16	16	16
17	17	17	17	17	17	17
18	18	18	18	18	18	18
19	19	19	19	19	19	19
20	20	20	20	20	20	20
21	21	21	21	21	21	21
22	22	22	22	22	22	22
23	23	23	23	23	23	23
24	24	24	24	24	24	24
25	25	25	25	25	25	25
26	26	26	26	26	26	26
27	27	27	27	27	27	27
28	28	28	28	28	28	28
29	29	29	29	29	29	29
30	30	30	30	30	30	30
31	31	31	31	31	31	31
32	32	32	32	32	32	32
33	33	33	33	33	33	33
34	34	34	34	34	34	34
35	35	35	35	35	35	35
36	36	36	36	36	36	36
37	37	37	37	37	37	37
38	38	38	38	38	38	38
39	39	39	39	39	39	39
40	40	40	40	40	40	40
41	41	41	41	41	41	41
42	42	42	42	42	42	42
43	43	43	43	43	43	43
44	44	44	44	44	44	44
45	45	45	45	45	45	45
46	46	46	46	46	46	46
47	47	47	47	47	47	47
48	48	48	48	48	48	48
49	49	49	49	49	49	49
50	50	50	50	50	50	50
51	51	51	51	51	51	51
52	52	52	52	52	52	52
53	53	53	53	53	53	53
54	54	54	54	54	54	54
55	55	55	55	55	55	55
56	56	56	56	56	56	56
57	57	57	57	57	57	57
58	58	58	58	58	58	58
59	59	59	59	59	59	59
60	60	60	60	60	60	60
61	61	61	61	61	61	61
62	62	62	62	62	62	62
63	63	63	63	63	63	63
64	64	64	64	64	64	64
65	65	65	65			

DESCRIPTION	AREA	RATE	QTY	QTY	QTY	QTY
DET	GAR/W					
	756	7.59	1.00	1.00	2.40	137

ADJUSTMENT---	---	MARKET---
L(+) COND(-)	VALUE	INFLUENCES
	30250	
	11000	
	13000	
	54250	

NEW LOT FOR 1999 SUBDIVIDED FROM LOT :
.01/ LOT 13.03 = 7.20 ACRES BSMT FRPL

③

Blairstown Township
106 Route 94
Blairstown, NJ 07825

IDENTIFICATION

Block: 1601 Lot: 13.03
Work Site Location: 146 Cedar Lake Road

Owner in Fee/Occupant: Mark & Leslie Murnane
Address SAME AS ABOVE

Tele. (908) 362-5431 Fax ()
Contractor: OWNER
Address:

Tele. ()
Lic. No. Or Bldrs. Reg. No.
Federal Emp. No.

☒ CERTIFICATE OF OCCUPANCY

This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.

☐ CERTIFICATE OF APPROVAL

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of inspection.

☐ TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

If this is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than or the owner will be subject to fine or order to vacate.


Construction Official
RALPH S. PRICE



CERTIFICATE

Permit No. 05-290

Home Warranty No.:
Type of Warranty Plan: ☐ State ☐ Private
Use Group: R5
Maximum Live Load:
Construction Classification: 5B
Maximum Occupancy Load:
Description of Work/Use:

SINGLE FAMILY DWELLING

☐ CERTIFICATE OF CLEARANCE - LEAD ABATEMENT 5:17

This serves notice that based on written certification; lead abatement was performed as per NJAC 5:17, to the following extent:
Total removal of lead-based paint hazards in scope of work
Partial or limited time period () years; see file

☐ CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

☐ CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until

Fee \$ _____ Collected by: _____
Paid _____ Check No. _____

TOWNSHIP OF BLAIRSTOWN
PO BOX 370
BLAIRSTOWN, NJ 07825



CERTIFICATE

IDENTIFICATION

Block 1601 Lot 13,03
Work Site Location 146 CEDAR LAKE
Owner in Fee/Occupant MARK MURDANE
Address SAME
Telephone (908) 362-1691
Contractor Owner
Address _____
Telephone () Fax ()
Lic. No. or Bldrs. Reg. No. _____
Federal Emp. No. _____

1 CERTIFICATE OF OCCUPANCY

This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.

2 CERTIFICATE OF APPROVAL

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of inspection.

3 TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

This is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than _____, 19____ or the owner will be subject to fine or order to vacate:

4 CERTIFICATE OF CLEARANCE — LEAD ABATEMENT 5:17

This serves notice that based on written certification, lead abatement was performed as per NJAC 5:17, to the following extent:

[] Total removal of lead-based paint hazards in scope of work
[] Partial or limited time period (____ years); see file

5 CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

6 CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until _____.

Home Warranty No. _____
Type of Warranty Plan: [] State [] Private
Use Group B5
Maximum Live Load _____
Construction Classification 503
Maximum Occupancy Load _____
Description of Work/Use: _____

Clean up Fire Damage

Fee \$ _____
Paid [] Check No. _____
Collected by: _____

CONSTRUCTION OFFICIAL

Ralph S. Price
RALPH S. PRICE

C.C. F260
REV. 3/96

1 WHITE — APPLICANT

2 CANARY — OFFICE

3 PINK —

TAX ASSESSOR

3

NECKER, RONALD
SALE DATE 062899 PRICE 395000
BLDG CLS= 17 ONE FAMILY INTER EXCELLE
YR BUILT= 1997 EXTER EXCELLE
EXT. FIN= WOOD SIDNG LAYOT EXCELLE

```

DESIGN = CONTEMPRY      1.5SF
*.8.*...11.*.....44.....*

```

• • • • •

$$\dot{z} \quad \dot{z} \quad \dot{z} \quad A \quad \dot{z}$$

.	6	B	6	6
3	.		.	.
0	.		.	.

• • • • •

```

      .       .       .               .
      *...11..+...+.44.....*
      .       16
      .       C         4
      *.24.....*

```

MAIN BUILDING AREAS					
DESCRIPT.	BSMT	FRST	UPPR	HALF	ATTC

A	1.5S-B	1144	1144	1144
B	CC-1S-B	286	286	

```
*TOTAL*      1430      1430      1144
*TOTAL SQFT LIVING AREA = 2002
```

ATTACHED ITEM AREAS

DESCRIPT.	AREA
B CATHDRL CE	286

C WOOD DECK 304

DETACHED ITEM AREAS						
DESCRIPT.	AREA	RATE	QFAC	COND	CCF	VAL

FARM SHED	1	2083	1.00	1.00	2.40	49
-----------	---	------	------	------	------	----

```

***
---ADJUSTMENT---          ---MARKET---
INFL(+)  COND(-)  VALUE  INFLUENCES
                27000
                10000
                25000
                79290
VALUE          141290

```

ACCESSORY BLDG REHABED FARM SHED VALU
\$5000
NOT IN FARMLAND FOR YR 2002 DID NOT
RETURN FARMLAND FORM

BLK 2201 85 HELLER HILL ROAD
 LOT 1 47.24 ACS
 CLASS= 2
 CARD 01 OF 01 VCS= R322 ZONE= R-5
 MAP= 22

NECKER, RONALD
 SALE DATE 060605 PRICE 440000
 BLDG CLS= 17 INT COND= EXCELLE
 YR BUILT= 1997 EXT COND= EXCELLE
 EXT. FIN= WOOD SIDNG LAY COND= EXCELLE

---- BUILDING CALCULATIONS ----
 DESCRIPT UNITS RATE QFAC VALUE

MAIN BUILDING CALCULATIONS
 1ST FLOOR 1430 20.91 1.14 34080
 HALF STORY 1144 7.49 1.14 9770
 CATHDRL CE 286 2.61 1.14 850

** TOTAL MAIN BUILDING VALUE 44702

ATTACHED ITEM CALCULATIONS
 WOOD DECK 304 3.98 1.15 1390

** TOTAL ATTACHED ITEM VALUE 1391

ADD / DEDUCT CALCULATIONS
 BASEMENT 1430 3.64 1.15 5986
 HOTWTR BB 2002 1.27 1.12 2847
 3FIX BATH 1 855.00 1.12 958
 SKYLIGHT 2 250.00 1.14 570
 1.5S FP 1 1500 1.15 1725

** TOTAL ADD/DEDUCT VALUE 12085

REPLACEMENT COST (1975) 58178

COST CONVERSION FACTOR 2.40

REPLACEMENT COST NEW 139627

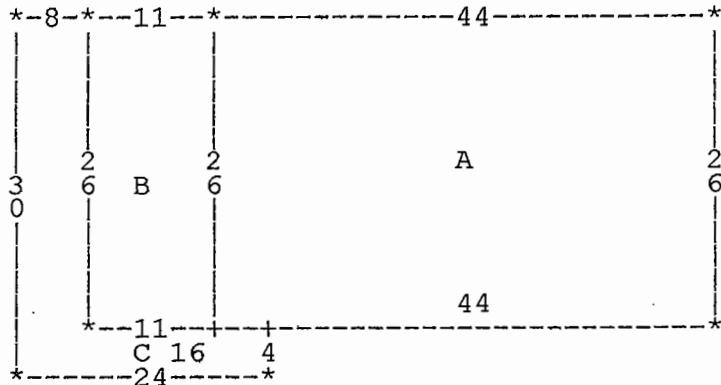
NET CONDITION (1997) 1.000

MARKET ADJUSTMENT 1.00

APPRAISED BLDG. VALUE 139627

ACCESS/FARM BUILDINGS 5000

TOTAL IMPROVEMENT VALUE 144600



MAIN BUILDING AREAS
 DESCRIPT. BSMT FRST UPPR HALF ATTC
 A 1.5S-B 1144 1144 1144
 B CC-1S-B 286 286
 TOTAL 1430 1430 1144

ATTACHED ITEM AREAS

DESCRIPT. AREA
 B CATHDRL CE 286
 C WOOD DECK 304

DETACHED ITEMS (COST CONV. FAC.=2.40)
 DESCRIPT. AREA RATE QFAC COND VALUE
 FARM SHED 1 2083 1.00 1.00 4999

**** LAND CALCULATIONS ****
 FRNT AVER DPTH NO OF UNIT ---ADJUSTMENT---
 FOOT DPTH FAC. UNITS RATE INFL(+) COND(-) VALUE
 SITE 1 27000 27000
 0-2 ACRES 2.00 5000 10000
 2.01-12 AC 10.00 2500 25000
 12+ ACRES 35.24 2250 79290
 * TOTAL LAND VALUE 141290

--- FINAL VALUATION SUMMARY ---
 LAND IMPROVEMENT TOTAL
 141,300 144,600 285,900

ACCESSARY BLDG REHABED FARM SHED VALUE
 \$5000 NOT IN FARMLAND FOR YR 2002 DID
 RETUR RETURN FARMLAND FORM
 FIRE DESTROYED HOME 3/16/05

** FIXED VALUE OVERRIDE ** LAND IMPROVE TOTAL
 141300 10000 151300

**** END OF PRINT ****



Blairstown Township
106 Route 94
Blairstown, NJ 07825

IDENTIFICATION

Block: 2201 Lot: 1
Work Site Location: 85 Heller Hill Road

Owner in Fee/Occupant: Ron Nicker
Address SAME AS ABOVE

File: (973) 242-2232 Fax ()
Contractor: Persa Construction
Address: 293 Rocky Run Road
Len Dardner, NJ 08826
File: (732) 754-6263
C. No. Or Bldrs. Reg. No. 13VH01026700
Federal Emp. No.

1 CERTIFICATE OF OCCUPANCY

This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.

1 CERTIFICATE OF APPROVAL

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate is based upon what was visible at the time of inspection.

1 TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

This is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than or the owner will be subject to fine or order to vacate.

Home Warranty No.:
Type of Warranty Plan: ☐ State ☐ Private
Use Group: R-5
Maximum Live Load:
Construction Classification: 5B
Maximum Occupancy Load:
Description of Work/Use:

SINGLE FAMILY DWELLING ON EXISTING FOUNDATION

☐ CERTIFICATE OF CLEARANCE - LEAD ABATEMENT 5:17

This serves notice that based on written certification; lead abatement was performed as per NJAC 5:17, to the following extent:
☐ Total removal of lead-based paint hazards in scope of work
☐ Partial or limited time period () years; see file

☐ CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

☐ CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until

Construction Official RALPH S. PRICE

Fee \$ _____ Collected by: _____
Paid _____ Check No. _____

TOWNSHIP OF BLAIRSTOWN
PO BOX 370
BLAIRSTOWN, NJ 07825



CERTIFICATE

IDENTIFICATION

Block 2201 Lot 1
Work Site Location 65 Heller Hill Rd.
Owner in Fee/Occupant Ron Nicker
Address 30 ME
Tele. (973) 242-2732
Contractor Persa Const.
Address 293 Rocky Run Rd.
Glen Gardner NJ. Fax ()
Tele. (732) 754-6263
Lic. No. or Bldrs. Reg. No. 13NHO1026700
Federal Emp. No. _____

1 CERTIFICATE OF OCCUPANCY

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3 TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

This is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than _____, 19____ or the owner will be subject to fine or order to vacate:

Home Warranty No. _____
Type of Warranty Plan: ☒ State ☐ Private
Use Group _____
Maximum Live Load _____
Construction Classification 5B
Maximum Occupancy Load _____
Description of Work/Use:

*Remove burnt remains
from fire*

4 CERTIFICATE OF CLEARANCE — LEAD ABATEMENT 5:17

This serves notice that based on written certification, lead abatement was performed as per NJAC 5:17, to the following extent:

☐ Total removal of lead-based paint hazards in scope of work
☐ Partial or limited time period (____ years); see file

5 CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

6 CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until _____.

Fee \$ _____
Paid ☐ Check No. _____
Collected by: _____

Ralph S. Price
Ralph S. Price

CONSTRUCTION OFFICIAL

I.C.C. F260
(rev. 3/96)

1 WHITE — APPLICANT

2 CANARY — OFFICE

3 PINK —

TAX ASSESSOR

4

BLK 1402 20 CEDAR LAKE ROAD
 LOT 41.01 11.51 ACRES
 CLASS= 2
 CARD 01 OF 01 VCS= 201 ZONE= R-5
 MAP= 14

WILSON, MICHAEL N & DIANNE P
 SALE DATE 022802 PRICE 265000
 BLDG CLS= 17 INT COND= AVERAGE
 YR BUILT= 1980/1990 EXT COND= AVERAGE
 EXT. FIN= STUCCO LAY COND= AVERAGE
 PT. STONE

---- BUILDING CALCULATIONS ----
 DESCRIPT UNITS RATE QFAC VALUE

MAIN BUILDING CALCULATIONS

1ST FLOOR 4032 54.72 1.20 264766
 HALF STORY 4815 21.00 1.20 121358
 PT. STONE 752 19.11 1.08 15520

*** TOTAL MAIN BUILDING VALUE 401643

ATTACHED ITEM CALCULATIONS

FLAG PATIO 640 5.53 1.15 4066
 OPEN PORCH 572 11.57 1.15 7612
 FLAG PATIO 384 5.73 1.15 2529
 GLAZ PORCH 512 16.33 1.15 9617
 GLAZ PORCH 209 18.05 1.15 4338
 ATT. GAR. 783 17.95 1.13 15886

*** TOTAL ATTACHED ITEM VALUE 44046

ADD / DEDUCT CALCULATIONS

BASEMENT 3498 10.48 1.15 42153
 HOTWTR BB 4765 3.47 1.12 18511
 PT SEPARAT 2189 2.86 1.12 7019
 4FIX BATH 1 3185 1.12 3567
 3FIX BATH 2 2595 1.12 5813
 JACUZZI TU 1 1500 1.12 1680
 MODERN KIT 1 1.00 1.20 1
 HALF STORY 3350 11.02- 1.14 42099-
 1.5S FP 1 4550 1.15 5233

*** TOTAL ADD/DEDUCT VALUE 41878

REPLACEMENT COST (1975) 487567

COST CONVERSION FACTOR 1.15

REPLACEMENT COST NEW 560702

NET CONDITION (1990) .920

MARKET ADJUSTMENT 1.00

APPRAISED BLDG. VALUE 515846

ACCESS/FARM BUILDINGS 76222

TOTAL IMPROVEMENT VALUE 592100

-23---32---24---*

1	1	*-18-*--27---*
6	32C 6	
--24---+8		
5	1 D	5 11E1 2F 2 G 2
4	6	4 1191 9 9
A	*8*	*6*6**--27---*
1		
42		
*--32---+2		
-23-+ B +--24---		
--32---		

MAIN BUILDING AREAS

DESCRIPT.	BSMT	FRST	UPPR	HALF	ATTC
A 1.5S-B	2074	2074		2074	
D 1.5S-B	1424	1424		1424	
F 1.5S		534		534	
G .5SOV-AT				783	
TOTAL	3498	4032		4815	

ATTACHED ITEM AREAS

DESCRIPT.	AREA
Z FLAG PATIO	640
Z OPEN PORCH	572
B FLAG PATIO	384
C GLAZ PORCH	512
E GLAZ PORCH	209
G ATT. GAR.	783

DESCRIPT.	AREA	RATE	QFAC	COND	VALUE
POLE BARN	2640	10.45	1.00	.75	23795
F SHED 1S	252	35.77	1.00	.75	7775
POOL GUNT	800	31.55	1.00	.75	21770
TENNIS CT	7000	3.79	1.00	.75	22883

**** LAND CALCULATIONS ****

FRNT	AVER	DPH	NO OF	UNIT	---ADJUSTMENT---
FOOT	DPH	FAC.	UNITS	RATE	INFL(+) COND(-) VALUE
SITE			1	125000	125000
ACREAGE			5.00	15000	75000
EXCESS			6.51	6000	39060
* TOTAL LAND VALUE					239060

--- FINAL VALUATION SUMMARY ---

LAND IMPROVEMENT	TOTAL	NO AC SECOND FLOOR
239,100	592,100	831,200

Blairstown Township
106 Route 94
Blairstown NJ 07825
(908)362-6663



CERTIFICATE

2104 - BLAIRSTOWN TWP

Date Issued: 06/03/2008
Permit #: 08-00150
Certificate: 0800150.1

IDENTIFICATION

Block 1402 Lot 41.01 Qualifier

Work Site Location 20 CEDAR LAKE ROAD
BLAIRSTOWN TWP, NJ 07825

Owner in Fee WILSON, MICHAEL N & DIANNE P
Address 20 CEDAR LAKE ROAD
BLAIRSTOWN, NJ 07825

Telephone Contractor Address

Address 48 HOPE ROAD
BLAIRSTOWN, NJ 07825
(908) 362-5690 FAX

Telephone Lic No/Bldrs Reg No. Fed. Emp. No. 223692281

Home Imprv. Reg No. / Exempt
Reason -

☐ CERTIFICATE OF OCCUPANCY

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☒ CERTIFICATE OF APPROVAL

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of the inspection.

☐ TEMPORARY CERTIFICATE OF OCCUPANCY/COMPLIANCE

If this is a temporary Certificate of Occupancy or Compliance, the following conditions must be met no later than _____ or will be subject to fine or order to vacate.
Reason for TCO:

Home Warranty No.
Type of Warranty Plan [] State [] Private
Use Group I/R-5
Maximum Live Load
Construction Class VB
Max. Occupancy Load
Description of Work/Use
REMOVAL OF HOUSE DAMAGED BY FIRE

☐ CERTIFICATE OF CLEARANCE - LEAD ABATEMENT 5:1

This serves notice that based on written certification, lead abatement was performed as per NJAC 5:17, to the following extent:

[] Total removal of lead-based paint hazards in scope of work
[] Partial or limited time period (_____ years); see file

☐ CERTIFICATE OF CONTINUED OCCUPANCY

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

☐ CERTIFICATE OF COMPLIANCE

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until _____.

Fee \$0.00

Paid [] \$0.00 [] Check No.

Collected by:

CONSTRUCTION OFFICIAL

PNJF260 rev. (05/2008)

PermitsNJ

Blairstown Township
106 Route 94
Blairstown NJ 07825
(908)362-6663



PERMIT UPDATE

Date Update Issued: 10/16/2008
Permit # 08-00267+A
Date Permit Issued: 08/19/2008

IDENTIFICATION Block 1402 Lot 41.01 Qualifier _____

Work Site 20 CEDAR LAKE ROAD Contractor HOMEOWNER
BLAIRSTOWN TWP, NJ 07825 Address _____
Owner in Fee WILSON, MICHAEL N & DIANN
Address 20 CEDAR LAKE ROAD Telephone _____
BLAIRSTOWN, NJ 07825 Lic. No. or
Telephone (908) 413-5043 Bldrs. Reg. No. _____
Home Reg. No. Homeowner
or Exemption _____

**Is hereby granted permission to
perform the following work:**

[X] BUILDING [] PLUMBING
[X] ELECTRICAL [X] FIRE PROTECTION [] LEAD HAZARD ABATEMEN
[] ELEVATOR DEVICES [] ASBESTOS ABATEMENT [] DEMOLITION

DESCRIPTION OF WORK:
REMAINDER OF HOUSE

NOTE: If construction does not commence within one (1) year of date of issuance, or if
construction ceases for a period of six (6) months, this permit is void.

Estimated Cost of Work for Selected Subcode(s) \$180,000.00

V. FEE SUMMARY (Office Only)

1. Building	\$8,653.26
2. Electrical	\$468.00
3. Plumbing	\$0.00
4. Fire Protection	\$92.00
5. Elevator	\$0.00
6. Plan Review	\$0.00
7. Subtotal	\$9,213.26
8. DCA State Fee	\$655.18
9. Subtotal	\$9,868.44
10. Certificate	\$0.00
11. Subtotal	\$9,868.44
12. Exemption	\$0.00
TOTAL	\$9,869.00

Construction Official

Date

REQUIRED INSPECTIONS

Construction work must be inspected in accordance with the State Uniform Construction Code Regulation N.J.A.C. 5:23-2.18. This agency will carry out such periodic inspections during the progress of work as are necessary to insure that work installed conforms to the requirements of the Uniform Construction Code.

The owner or other responsible person in charge of work must notify this agency when work is ready for any required inspections specified below. Requests for inspections must be made at least 24 hours prior to the time the inspection is desired. Inspections will be performed within three business days of the time for which they are requested. The work must not proceed in a manner which will preclude the inspection until it has been made and approval given.

☐ Required inspections for all subcodes for one and two family dwellings are the following:

1. The bottom of footing trenches before placement of footings, except that in the case of pile foundations, inspections shall be made in accordance with the requirements of the building subcode.
2. Foundations and all walls up to grade level prior to back filling.
3. Utility services, including septic.
4. All structural framing, connections, wall and roof sheathing and insulation; electrical rough wiring, panel and service installation; rough plumbing. The framing inspection shall take place after the rough electrical and plumbing inspections and after the installation of the heating, ventilation and/or air conditioning duct system. The insulation inspection shall be performed after all other subcode rough inspections and prior to the installation of any interior finish material.

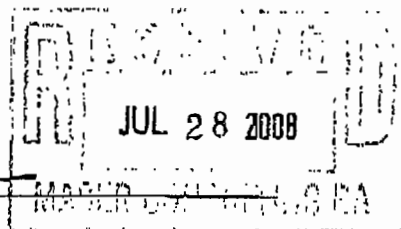
☐ Additional required inspections for all subcodes of construction, for other than one- and two-family dwellings, are fire suppression systems, heat producing devices and Barrier Free subcode accessibility, if applicable.

☐ Required special inspections. The applicant by accepting the permit will be deemed to have consented to these requirements:

☐ A final inspection is required for each applicable subcode area before a final Certificate of Occupancy or Approval may be issued. The final inspections include the installation of all interior and exterior finish materials, sealing of exterior joints, mechanical system and any other required equipment; electrical wiring, devices and fixtures; plumbing pipes, trim and fixtures; tests required by any provisions of the adopted subcodes; Barrier Free accessibility, if applicable; and verification of compliance with NJAC 5.23-3.5, "Posting Structures".

☐ A complete copy of released plans must be kept on the job site.

**Council on Affordable Housing (COAH)
Alternative Living Arrangement Survey**



Municipality: Township of Blairstown County: Warren

Sponsor: Phoenik Properties - DBA
Willow Glen Academy

Developer: _____

Block: 501 Lot: 9.05 Street Address: 288 Route 94

Facility Name: Blairstown Group Home

Type of Facility:

- ☒ Group Home for developmentally disabled as licensed and/or regulated by the NJ Dept. of Human Services (Division of Developmental Disabilities (DDD))
- ☐ Group Home for mentally ill as licensed and/or regulated by the NJ Dept. of Human Services (Division of Mental Health Services) (DMHS))
- ☐ Transitional facility for the homeless
- ☐ Residential health care facility (licensed by NJ Dept. of Community Affairs or NJ Dept. of Human Services)
- ☐ Congregate living arrangement
- ☐ Other - Please Specify: _____

Sources of funding committed to the project (check all that apply):

- ☒ Capital funding from State - Amount \$ _____
- ☐ Balanced Housing - Amount \$ _____
- ☐ HUD - Amount \$ _____
- ☐ Federal Home Loan Bank - Amount \$ _____
- ☐ Farmers Home Administration - Amount \$ _____
- ☐ Development fees - Amount \$ _____
- ☐ Bank financing - Amount \$ _____
- ☐ Other - Please specify: _____

☐ Please provide a pro forma for proposed projects

of total bedrooms 3

of low-income residents 4

of moderate-income residents _____

of market residents _____

Residents qualify as low or moderate income?

☒ Yes ☐ No

Length of Controls: _____ years

Effective Date of Controls: ____/____/____

Expiration Date of Controls: ____/____/____

Average Length of Stay: _____ months (transitional facilities only)

☐ CO Date: 1/1/2007

Indicate licensing agency:

☒ DDD ☐ DMHS ☐ DHSS ☐ DCA

Initial License Date: 8/17/01

Current License Date: 2/28/08

The following verification is attached:

- ☒ Copy of deed restriction (30-year minimum, HUD, FHA, FHLB, BHP deed restriction, etc.)
- ☐ Copy of Capital Application Funding Unit (CAFU) Letter (20-year minimum, no deed restriction required)
- ☐ Award letter/financing commitment (proposed new construction projects only)

Residents 18 yrs or older? ☒ Yes ☐ No

Age-restricted? ☐ Yes ☒ No

Population Served (describe):

Developmentally Disabled

Accessible (in accordance with NJ Barrier Free

Subcode)? ☐ Yes ☒ No

Affirmative Marketing Strategy (check all that apply):

☐ DDD/DMHS/DHSS/DCA waiting list

☐ Other (please specify): _____

CERTIFICATIONS

I certify that the information provided is true and correct to the best of my knowledge and belief.

Certified by:

Richard Kochman

Project Administrator

Associate Director of Fiscal Activities

2/14/08

Date

Certified by:

Municipal Housing Liaison

Theresa Tamburco

Date

10/1/08



License Number GH1007

State of New Jersey
DEPARTMENT OF HUMAN SERVICES
GROUP HOME
LICENSE

This is to certify that 288 ROUTE 94

BLAIRSTOWN, NJ 07825

Operated by

WILLOWGLEN ACADEMY OF NJ, INC.

Having met the requirements of the New Jersey Statute,
P.L. 1977, c. 44B,
and the regulations of this Department, is hereby licensed as a

GROUP HOME
(type of residence)
2/28/2007
(date issued)

for **4** individuals
effective to **2/28/2008**
(expiration date)

A handwritten signature in black ink, appearing to read "Jennifer Velez".

Jennifer Velez, Commissioner, Department of Human Services

copy - Darlene Jay
908-238-0901

**PHOENIX PROPERTIES-NJ, INC.
8 WILSON DRIVE
SPARTA, NJ 07871
973-579-3700**

September 26, 2008

**Township of Blirstown
106 Route 94
Blirstown, NJ 07825**

Re: Group Home - 288 Route 94

Dear Sir or Madam:

Several years ago we established a group home for developmentally disabled individuals in your community.

As the State of New Jersey has a waiting list to get into such a home, the need for a facility is ongoing.

Barring any unforeseen circumstances, it is our desire to maintain our home in your community.

Thank you.

Sincerely,



**Richard Kochman
Treasurer**

138044

Deed

YL 1731 - PG 313

RECORDED

This Deed is made on Jan 30, 2001
BETWEEN JAIME TATOSIAN and JOANNE GIANOPULOS, husband and wife,

'01 FEB -7 A9:42

whose post office address is 288 Route 94, Columbia, NJ 07832

TERRANCE D. LEE
 WARREN COUNTY CLERK
 BELLEVILLE, NJ

referred to as the Grantor,
AND PHOENIX PROPERTIES-NJ, INC.

whose post office address is 6 Gail Court, Sparta, New Jersey

referred to as the Grantee.
 The words "Grantor" and "Grantee" shall mean all Grantors and all Grantees listed above.

1. Transfer of Ownership. The Grantor grants and conveys (transfers ownership of) the property (called the "Property") described below to the Grantee. This transfer is made for the sum of TWO HUNDRED FIFTEEN THOUSAND (\$215,000.00) DOLLARS

The Grantor acknowledges receipt of this money.

2. Tax Map Reference. (N.J.S.A. 46:15-1.1) Municipality of Township of Blairstown
 Block No. 501 Lot No. 9.05 Account No.

☐ No property tax identification number is available on the date of this Deed. (Check box if applicable.)

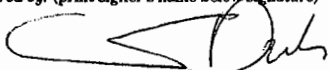
3. Property. The Property consists of the land and all the buildings and structures on the land in the Township of Blairstown
 County of Warren and State of New Jersey. The legal description is:

☒ Please see attached Legal Description annexed hereto and made a part hereof (check box if applicable).

BEING the same lands and premises conveyed by Michael F. Mangano and Catherine Mangano, his wife, to Jaime Tatosian and Joanne Gianopulos, husband and wife, by Deed dated March 30, 1999 and recorded March 31, 1999 in the Warren County Clerk's Office in Deed Book 1615, Page 264 &c.

The within property being more fully described on the attached Schedule A.

Prepared by: (print signer's name below signature)



ERNEST F. DUH, ESQ.

(For Recorder's Use Only)

Consideration : \$ 215000.00 Exempt Code: S

County	State	N.P.N.R.F	Total
215.22	537.28	97.50	850.00
collins	Date: 02/07/2001		



The street address of the Property is: 288 Route 94, Columbia, NJ 07832

4. Promises by Grantor. The Grantor promises that the Grantor has done no act to encumber the Property. This promise is called a "covenant as to grantor's acts" (N.J.S.A. 46:4-6). This promise means that the Grantor has not allowed anyone else to obtain any legal rights which affect the Property (such as by making a mortgage or allowing a judgment to be entered against the Grantor).

5. Signatures. The Grantor signs this Deed as of the date at the top of the first page. (Print name below each signature).

Witnessed By:

Ernest F. DuH

ERNEST F. DUH
Attorney At Law
State of New Jersey

Jaime Tatosian

JAIME TATOSIAN

(Seal)

Joanne Gianopoulos

JOANNE GIANOPULOS

(Seal)

STATE OF NEW JERSEY, COUNTY OF WARREN
I CERTIFY that on January 30, 2001

SS.:

JAIME TATOSIAN and JOANNE GIANOPULOS

personally came before me and stated to my satisfaction that this person (or if more than one, each person):

(a) was the maker of this Deed;

(b) executed this Deed as his or her own act; and,

(c) made this Deed for \$ 215,000.00 ----- as the full and actual consideration paid or to be paid for the transfer of title. (Such consideration is defined in N.J.S.A. 46:15-5.)

RECORD AND RETURN TO:

Christopher D. Quinn, Esq.
MORRIS, DOWNING & SHERRED
One Main Street
P.O. Box 67
Newton, NJ 07860

Ernest F. DuH

(Print name and title below signature)

ERNEST F. DUH
Attorney At Law
State of New Jersey



06/27/2008 12:40 9083621720
08/21/2008 11:02 FAX 9082380901

WARREN 450
MASER CONSULTING

PAGE 02
002/008

**Council on Affordable Housing (COAH)
Alternative Living Arrangement Survey**

Municipality: Blairstown County: Warren
Sponsor: _____ Developer: _____
Block: _____ Lot: _____ Street Address: 3 Beechwood Lane
Facility Name: ESNJ - 450

Type of Facility:

- ☐ Group Home for developmentally disabled as licensed and/or regulated by the NJ Dept. of Human Services (Division of Developmental Disabilities (DDO))
- ☒ Group Home for mentally ill as licensed and/or regulated by the NJ Dept. of Human Services (Division of Mental Health Services) (DMHS)
- ☐ Transitional facility for the homeless
- ☐ Residential health care facility (licensed by NJ Dept. of Community Affairs or NJ Dept. of Human Services)
- ☐ Congregate living arrangement
- ☐ Other - Please Specify: _____

Sources of funding committed to the project (check all that apply):

- ☐ Capital funding from State - Amount \$ _____
- ☐ Balanced Housing - Amount \$ _____
- ☐ HUD - Amount \$ _____
- ☐ Federal Home Loan Bank - Amount \$ _____
- ☐ Farmers Home Administration - Amount \$ _____
- ☐ Development fees - Amount \$ _____
- ☐ Bank financing - Amount \$ _____
- ☐ Other - Please specify: _____

☐ Please provide a pro forma for proposed project

of total bedrooms 2
of low-income residents 15
of moderate-income residents _____
of market residents _____

Residents qualify as low or moderate income?

☒ Yes ☐ No

Length of Controls: _____ years

Effective Date of Controls: 1/1/11

Expiration Date of Controls: 1/1/11

Average Length of Stay: 18 months (transitional facilities only)

☐ CO Date: 1/1/11

Indicate licensing agency

☐ DDO ☒ DMHS ☐ DHSS ☐ DCA

Initial License Date: 1/1/11

Current License Date: 8/1/07

The following verification is attached:

- ☐ Copy of deed restriction (30-year minimum, HUD, FHA, FHLB, BHP deed restriction, etc.)
- ☐ Copy of Capital Application Funding Unit (CAFU) Letter (20-year minimum, no deed restriction required)
- ☐ Award letter/financing commitment (proposed new construction projects only)

Residents 18 yrs or older? ☒ Yes ☐ No

Age-restricted? ☒ Yes ☐ No

Must be 18 + yrs. old

Population Served (describe): Mental health consumers

Accessible (in accordance with NJ Barrier Free Subcode)? ☒ Yes ☐ No

10/07/2008 14:07 9083629635
08/19/2008 08:13 FAX 9082380901

BLAIRSTOWN TOWNSHIP
MASER CONSULTING

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004/008

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06/27/2008 11:02 FAX 9082380901

WARREN 450
MASER CONSULTING

PAGE 03
002/003

Affirmative Marketing Strategy (check all that apply):

☒ DDD/DMRS/DHSS/DCA waiting list

☐ Other (please specify): _____

CERTIFICATIONS

I certify that the information provided is true and correct to the best of my knowledge and belief.

Certified by: Joe Smith 6-27-08
Project Administrator Date

Certified by: Theresa Tamburro 10-7-08
Municipal Housing Liaison Date

copy to Dayton
Jay
908-238-0901



*Creating solutions,
changing lives.*

*Easter Seals New Jersey
Warren
2083 Route 57
Washington, New Jersey 07882
Telephone: 908-689-6600
FAX: 908-689-8241
TDD: 908-689-8241
Website: www.eastersealsnj.org*

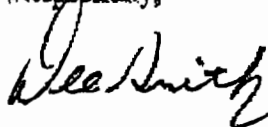
September 26, 2008

Theresa Tamburro
108 Rt 94
Blairstown, NJ 07825

Dear Theresa,

Easter Seals of NJ, a non-profit organization, operates a group home located at 3 Beechwood Lane in Blairstown NJ. We currently provide services to fifteen adults with mental health disabilities. We have provided services, at this location, since September of 1998. It is anticipated that this group home will continue to operate, from this address, for many years. Should you have any further questions please call me at 908-362-1719.

Respectfully,



Dee Smith
Site Manager, CSW

State of New Jersey
Department of Human Services

License

East Seal of New Jersey, Inc.
25 Kennedy Boulevard
East Brunswick, NJ 08816

In accordance with Department of Human Services regulations N.J.A.C. 17:27
it is hereby licensed to operate

Adult Group Home
for 15 Residents

at Beechwood Lane
Blairstown, NJ 07823

This license is effective from August 8, 2008 to August 7, 2009.

James P. Kelly, Commissioner



License # 40003-W40-06-40



Community Options, Inc.

41 William St., Wayne, NJ 07470
Ph (973) 872-7111 Fax (973) 872-7121

RECEIVED
SEP 10 2008

COAH

Robert P. Stack
President/CEO

Jessica Guberman, Ph.D.
Executive Director

September 4, 2008

Stephen Lance
Mayor
Blairstown Township
106 Route 94
Blairstown, New Jersey 07825

Dear Mayor Lance:

I would like to take the opportunity to thank you for meeting with me the evening of Monday, August 25, 2008 to discuss how Community Options, Inc. and Blairstown Township could work together to create housing opportunities for individuals with developmental disabilities. It was a great opportunity for me to learn more about Blairstown Township and I truly appreciate your time.

After in-depth discussions with my executive team on the viability of Community Options developing housing in Blairstown, we have come to the following determination that we hope aligns with Blairstown's affordable housing plans for future development and growth.

We would like to move forward with accepting 1-acre of land that is available if your township is able to do a lot line adjustment on the previously discussed 2-acre proposed lot.

1. On this 1-acre of donated land to Community Options, Inc. we will construct a 5-bedroom home that will support individuals with developmental disabilities.
2. Prior to the conveyance, Blairstown shall provide Community Options with a completed Phase I Environmental Site Assessment for the property, acceptable to Community Options.
3. Community Options will accept a deed restriction on the property that indicates the property shall only be occupied by individuals with disabilities in accordance with COAH requirements.
4. Blairstown will dedicate a portion of its Trust Fund Monies to Community Options, which monies shall be used by Community Options for the construction of the improvements on the property. (Community Options will also leverage other funding sources for the construction of the improvements, however, we will need additional financial assistance from the Township to move forward).

To learn even more about Community Options please visit our website at www.comop.org. On the site you will be able to see photographs of our homes and learn more about the services we provide. When your team is ready to tour an operational group home site, please contact me to set that appointment up.

On behalf of Community Options, I want to thank you for your time, energy and commitment to serving our most vulnerable persons with developmental disabilities and other individuals with low and moderate incomes who deserve to live in beautiful homes and in beautiful locations.

Finally, please be advised that the individuals copied on this letter have also received a hard copy of this package.

Regards,

A handwritten signature in black ink, appearing to read 'J. Guberman', with a stylized, cursive script.

Jessica Guberman, Ph.D.
Executive Director
Community Options, Inc.

Cc: Richard Mach –Committeeman –Blairstown Township
Darlene Jay –Planner –Maser Consulting
Dirk Herrmann –Blairstown Township
Robert Stack –President and CEO –Community Options
Svetlana Repic-Qira –Regional Vice President –Community Options

**conifer**

a real estate development and management company

PB

TC

Darlene Jay
908-238-0901

September 29, 2008

Teresa Tamburro
Blairstown Township
106 Route 94
Blairstown, NJ 07825

RE: Conifer Realty

Dear Teresa:

It was a pleasure speaking to you earlier today and to Darlene last month.

I have enclosed a copy of our firm's brochure. Conifer Realty is one of the leading developers of affordable housing in the nation. For the last two years, Affordable Housing Finance Magazine has ranked us as one of the top 50 affordable housing developers and one of the top 50 affordable housing owners in the nation. They have almost 10,000 units in New Jersey, New York, Pennsylvania, Ohio and Maryland.

While we are a nationally recognized firm, we have deep roots in the State of New Jersey. We have a fully staffed office in Mount Laurel, New Jersey. Over 20% of our portfolio was developed in New Jersey.

We would be very interested in pursuing any affordable housing development opportunities in Blairstown. We currently own 42 developments in rural areas, so we would be a perfect match for Blairstown Township.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Charles M. Lewis
Vice President
Conifer Realty, LLC

CML/jmo
Enclosure

building opportunities, achieving dreams

20000 Horizon Way, Suite 180
Mt. Laurel, NJ 08054
phone: 856.793.2078
fax: 856.793.2007
www.coniferllc.com



October 6, 2008

Dear Blairstown Township Planning Board and Township Committee,

I am interested in entering my existing 2 (two) family home, located at 17-15 Douglas Street, Blairstown, and known to the town as Block 1207, Lot 16, into your affordable housing program set forth by Blairstown Township.

My existing 2 family home has a 2 bedroom unit on one side and a 3 bedroom unit on the other side. I would like to have the 2 bedroom unit set up as "low income" and the 3 bedroom side to be set up as "moderate income". I do have tenants presently and they actually fit the requirements of "low income" on the 2 bedroom side and "moderate income" on the 3 bedroom side. I do presently have leases with my tenants.

The present rent on the 2 bedroom side is \$800 per month plus utilities. According to information I was given about your program, that rent would be decreased to \$692 per month. That is a loss to me of \$108 per month or \$1296 per year. The present rent on the 3 bedroom side is \$1100 per month plus utilities. According to information I was given about your program, that rent would be decreased to \$1030 per month. That is a loss to me of \$70 per month or \$840 per year. Considering both units, my monthly loss of rent taken in would be \$178 per month or \$2136 per year. Along with this loss to me of \$178 per month or \$2136 per year, I would also be required to sign a new Deed, restricting my house to the Low and Moderate income only tenants, for a period of 30 years. That is a long time.

My willingness to enter into this program is based on the dollar amount given as an incentive to enter into this contract. I will be losing \$178 per month or \$2136 per year, have a deed restricted home for 30 years and will not have the control I prefer to have as a landlord, to screen potential renters of my home. For the reasons stated herein, I am asking for \$30,000 per unit, \$60,000 total, to enter my existing 2 family home into your program.

Thank you for your time and I look forward to hearing from you. Please feel free to contact me with any questions you may have of me. (908) 362-8265 or (201) 317-8055.

Sincerely,

James Scott Harris

H & H Elite Properties, Inc.

**P.O. Box 290
Blairstown, NJ 07825
(908) 362-5501
Fax (908) 362-8081**

*for to: Darius Jay
908-238-0901*

November 3, 2008

Attention: Theresa Tamburro
Blairstown Township
106 Rt. 94
Blairstown, NJ 07825

RE: COAH

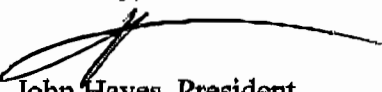
Dear Ms. Tamburro:

Per our conversation of today November 3, 2008, this letter is to inform you that we may possibly be interested in participating in the town's COAH program.

This company currently owns 50 Rt. 94 Blairstown, NJ, which has two residential units, one is a 2 bedroom and the other is a 3 bedroom. If you can please put us on your list of interested landlords, it would be greatly appreciated.

Please advise us as information is available. If you should need any information, please feel free to contact us at the above address and phone number.

Sincerely,



John Hayes, President
H & H Elite Properties, Inc.

AN ORDINANCE OF TOWNSHIP OF BLAIRSTOWN TO ADDRESS THE REQUIREMENTS OF THE COUNCIL ON AFFORDABLE HOUSING (COAH) REGARDING DEVELOPMENT FEES

WHEREAS, Chapter §19-609 shall be deleted and replaced with the text below to include revisions mandated by the Council on Affordable housing that address the requirements regarding development fees;

NOW, THEREFORE IT BE ORDAINED, by the Mayor and Common Council of the Township of Blairstown, in the County of Warren that Chapter §19-609 shall read as follows:

1. Purpose

- a) In Holmdel Builder's Association V. Holmdel Township, 121 N.J. 550 (1990), the New Jersey Supreme Court determined that mandatory development fees are authorized by the Fair Housing Act of 1985 (the Act), N.J.S.A. 52:27d-301 et seq., and the State Constitution, subject to the Council on Affordable Housing's (COAH's) adoption of rules.
- b) Pursuant to P.L.2008, c.46 section 8 (C. 52:27D-329.2) and the Statewide Non-Residential Development Fee Act (C. 40:55D-8.1 through 8.7), COAH is authorized to adopt and promulgate regulations necessary for the establishment, implementation, review, monitoring and enforcement of municipal affordable housing trust funds and corresponding spending plans. Municipalities that are under the jurisdiction of the Council or court of competent jurisdiction and have a COAH-approved spending plan may retain fees collected from non-residential development.
- c) This ordinance establishes standards for the collection, maintenance, and expenditure of development fees pursuant to COAH's regulations and in accordance P.L.2008, c.46, Sections 8 and 32-38. Fees collected pursuant to this ordinance shall be used for the sole purpose of providing low- and moderate-income housing. This ordinance shall be interpreted within the framework of COAH's rules on development fees, codified at N.J.A.C. 5:97-8.

2. Basic requirements

- a) This ordinance shall not be effective until approved by COAH pursuant to *N.J.A.C. 5:96-5.1*.
- b) Township of Blairstown shall not spend development fees until COAH has approved a plan for spending such fees in conformance with *N.J.A.C. 5:97-8.10* and *N.J.A.C. 5:96-5.3*.

3. Definitions

- a) The following terms, as used in this ordinance, shall have the following meanings:
 - i. **“Affordable housing development”** means a development included in the Housing Element and Fair Share Plan, and includes, but is not limited to, an inclusionary development, a municipal construction project or a 100 percent affordable development.
 - ii. **“COAH”** or the **“Council”** means the New Jersey Council on Affordable Housing established under the Act which has primary jurisdiction for the administration of housing obligations in accordance with sound regional planning consideration in the State.
 - iii. **“Development fee”** means money paid by a developer for the improvement of property as permitted in *N.J.A.C. 5:97-8.3*.
 - iv. **“Developer”** means the legal or beneficial owner or owners of a lot or of any land proposed to be included in a proposed development, including the holder of an option or contract to purchase, or other person having an enforceable proprietary interest in such land.
 - v. **“Equalized assessed value”** means the assessed value of a property divided by the current average ratio of assessed to true value for the municipality in which the property is situated, as determined in accordance with sections 1, 5, and 6 of P.L.1973, c.123 (C.54:1-35a through C.54:1-35c).
 - vi. **“Green building strategies”** means those strategies that minimize the impact of development on the environment, and enhance the health, safety and well-being of residents by producing durable, low-maintenance, resource-efficient housing while making optimum use of existing infrastructure and community services.

4. Residential Development fees

a) Imposed fees

- i. Within the residential district(s), residential developers, except for developers of the types of development specifically exempted below, shall pay a fee of one and a half percent percent of the equalized assessed value for residential development provided no increased density is permitted.
- ii. When an increase in residential density pursuant to N.J.S.A. 40:55D-70d(5) (known as a “d” variance) has been permitted, developers may be required to pay a development fee of six percent of the equalized assessed value for each additional unit that may be realized. However, if the zoning on a site has changed during the two-year period preceding the filing of such a variance application, the base density for the purposes of calculating the bonus development fee shall be the highest density permitted by right during the two-year period preceding the filing of the variance application.

Example: If an approval allows four units to be constructed on a site that was zoned for two units, the fees could equal one and a half percent of the equalized assessed value on the first two units; and the specified higher percentage up to six percent of the equalized assessed value for the two additional units, provided zoning on the site has not changed during the two-year period preceding the filing of such a variance application.

b) Eligible exactions, ineligible exactions and exemptions for residential development

- i. Affordable housing developments, developments where the developer is providing for the construction of affordable units elsewhere in the municipality, and developments where the developer has made a payment in lieu of on-site construction of affordable units shall be exempt from development fees.
- ii. Developments that have received preliminary or final site plan approval prior to the adoption of a municipal development fee ordinance shall be exempt from development fees, unless the developer seeks a substantial change in the approval. Where a site plan approval does not apply, a zoning and/or building permit shall be synonymous with preliminary or final site plan approval for this purpose. The fee percentage shall be vested on the date that the building permit is issued.

- iii. Developers of residential structures demolished and replaced as a result of a natural disaster shall exempt from paying a development fee.

5. Non-residential Development fees

a) Imposed fees

- i. Within all zoning districts, non-residential developers, except for developers of the types of development specifically exempted, shall pay a fee equal to two and one-half (2.5) percent of the equalized assessed value of the land and improvements, for all new non-residential construction on an unimproved lot or lots.
- ii. Non-residential developers, except for developers of the types of development specifically exempted, shall also pay a fee equal to two and one-half (2.5) percent of the increase in equalized assessed value resulting from any additions to existing structures to be used for non-residential purposes.
- iii. Development fees shall be imposed and collected when an existing structure is demolished and replaced. The development fee of two and a half percent (2.5%) shall be calculated on the difference between the equalized assessed value of the pre-existing land and improvement and the equalized assessed value of the newly improved structure, i.e. land and improvement, at the time final certificate of occupancy is issued. If the calculation required under this section results in a negative number, the non-residential development fee shall be zero.

b) Eligible exactions, ineligible exactions and exemptions for non-residential development

- i. The non-residential portion of a mixed-use inclusionary or market rate development shall be subject to the two and a half (2.5) percent development fee, unless otherwise exempted below.
- ii. The 2.5 percent fee shall not apply to an increase in equalized assessed value resulting from alterations, change in use within existing footprint, reconstruction, renovations and repairs.
- iii. Non-residential developments shall be exempt from the payment of non-residential development fees in accordance with the exemptions required pursuant to P.L.2008, c.46, as specified in the Form N-RDF "State of New

Jersey Non-Residential Development Certification/Exemption” Form. Any exemption claimed by a developer shall be substantiated by that developer.

- iv. A developer of a non-residential development exempted from the non-residential development fee pursuant to P.L.2008, c.46 shall be subject to it at such time the basis for the exemption no longer applies, and shall make the payment of the non-residential development fee, in that event, within three years after that event or after the issuance of the final certificate of occupancy of the non-residential development, whichever is later.
- v. If a property which was exempted from the collection of a non-residential development fee thereafter ceases to be exempt from property taxation, the owner of the property shall remit the fees required pursuant to this section within 45 days of the termination of the property tax exemption. Unpaid non-residential development fees under these circumstances may be enforceable by Township of Blairstown as a lien against the real property of the owner.

6. Collection procedures

- a) Upon the granting of a preliminary, final or other applicable approval, for a development, the applicable approving authority shall direct its staff to notify the construction official responsible for the issuance of a building permit.
- b) For non-residential developments only, the developer shall also be provided with a copy of Form N-RDF “State of New Jersey Non-Residential Development Certification/Exemption” to be completed as per the instructions provided. The developer of a non-residential development shall complete Form N-RDF as per the instructions provided. The construction official shall verify the information submitted by the non-residential developer as per the instructions provided in the Form N-RDF. The Tax assessor shall verify exemptions and prepare estimated and final assessments as per the instructions provided in Form N-RDF.
- c) The construction official responsible for the issuance of a building permit shall notify the local tax assessor of the issuance of the first building permit for a development which is subject to a development fee.
- d) Within 90 days of receipt of that notice, the municipal tax assessor, based on the plans filed, shall provide an estimate of the equalized assessed value of the development.
- e) The construction official responsible for the issuance of a final certificate of occupancy notifies the local assessor of any and all requests for the scheduling of a final inspection on property which is subject to a development fee.

- f) Within 10 business days of a request for the scheduling of a final inspection, the municipal assessor shall confirm or modify the previously estimated equalized assessed value of the improvements of the development; calculate the development fee; and thereafter notify the developer of the amount of the fee.
- g) Should Township of Blairstown fail to determine or notify the developer of the amount of the development fee within 10 business days of the request for final inspection, the developer may estimate the amount due and pay that estimated amount consistent with the dispute process set forth in subsection b. of section 37 of P.L.2008, c.46 (C.40:55D-8.6).
- h) Fifty percent of the development fee shall be collected at the time of issuance of the building permit. The remaining portion shall be collected at the issuance of the certificate of occupancy. The developer shall be responsible for paying the difference between the fee calculated at building permit and that determined at issuance of certificate of occupancy.
- i) Appeal of development fees
 - 1) A developer may challenge residential development fees imposed by filing a challenge with the County Board of Taxation. Pending a review and determination by the Board, collected fees shall be placed in an interest bearing escrow account by Township of Blairstown. Appeals from a determination of the Board may be made to the tax court in accordance with the provisions of the State Tax Uniform Procedure Law, R.S.54:48-1 et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.
 - 2) A developer may challenge non-residential development fees imposed by filing a challenge with the Director of the Division of Taxation. Pending a review and determination by the Director, which shall be made within 45 days of receipt of the challenge, collected fees shall be placed in an interest bearing escrow account by Township of Blairstown. Appeals from a determination of the Director may be made to the tax court in accordance with the provisions of the State Tax Uniform Procedure Law, R.S.54:48-1 et seq., within 90 days after the date of such determination. Interest earned on amounts escrowed shall be credited to the prevailing party.

7. Affordable Housing trust fund

- a) There is hereby created a separate, interest-bearing housing trust fund to be maintained by the chief financial officer for the purpose of depositing development fees collected from residential and non-residential developers and proceeds from the sale of units with extinguished controls.
- b) The following additional funds shall be deposited in the Affordable Housing Trust Fund and shall at all times be identifiable by source and amount:
 - 1. payments in lieu of on-site construction of affordable units;
 - 2. developer contributed funds to make ten percent (10%) of the adaptable entrances in a townhouse or other multistory attached development accessible;
 - 3. rental income from municipally operated units;
 - 4. repayments from affordable housing program loans;
 - 5. recapture funds;
 - 6. proceeds from the sale of affordable units; and
 - 7. any other funds collected in connection with Township of Blairstown's affordable housing program.
- c) Within seven days from the opening of the trust fund account, Township of Blairstown shall provide COAH with written authorization, in the form of a three-party escrow agreement between the municipality, the bank, and COAH to permit COAH to direct the disbursement of the funds as provided for in N.J.A.C. 5:97-8.13(b).
- d) All interest accrued in the housing trust fund shall only be used on eligible affordable housing activities approved by COAH.

8 Use of funds

- a) The expenditure of all funds shall conform to a spending plan approved by COAH. Funds deposited in the housing trust fund may be used for any activity approved by COAH to address the Township of Blairstown's fair share obligation and may be set up as a grant or revolving loan program. Such activities include, but are not limited to: preservation or purchase of housing for the purpose of maintaining or implementing affordability controls, rehabilitation, new construction of affordable housing units and related costs, accessory apartment, market to affordable, or regional housing partnership programs, conversion of existing non-residential buildings to create new affordable units, green building strategies designed to be cost saving and in accordance with accepted national or state standards, purchase of land for affordable housing, improvement of land to

be used for affordable housing, extensions or improvements of roads and infrastructure to affordable housing sites, financial assistance designed to increase affordability, administration necessary for implementation of the Housing Element and Fair Share Plan, or any other activity as permitted pursuant to N.J.A.C. 5:97-8.7 through 8.9 and specified in the approved spending plan.

- b) Funds shall not be expended to reimburse Township of Blairstown for past housing activities.
- c) At least 30 percent of all development fees collected and interest earned shall be used to provide affordability assistance to low- and moderate-income households in affordable units included in the municipal Fair Share Plan. One-third of the affordability assistance portion of development fees collected shall be used to provide affordability assistance to those households earning 30 percent or less of median income by region.
 - i. Affordability assistance programs may include down payment assistance, security deposit assistance, low interest loans, rental assistance, assistance with homeowners association or condominium fees and special assessments, and assistance with emergency repairs.
 - ii. Affordability assistance to households earning 30 percent or less of median income may include buying down the cost of low or moderate income units in the municipal Fair Share Plan to make them affordable to households earning 30 percent or less of median income.
 - iii. Payments in lieu of constructing affordable units on site and funds from the sale of units with extinguished controls shall be exempt from the affordability assistance requirement.
- d) Township of Blairstown may contract with a private or public entity to administer any part of its Housing Element and Fair Share Plan, including the requirement for affordability assistance, in accordance with N.J.A.C. 5:96-18.
- e) No more than 20 percent of all revenues collected from development fees, may be expended on administration, including, but not limited to, salaries and benefits for municipal employees or consultant fees necessary to develop or implement a new construction program, a Housing Element and Fair Share Plan, and/or an affirmative marketing program. In the case of a rehabilitation program, no more than 20 percent of the revenues collected from development fees shall be expended for such administrative expenses. Administrative funds may be used for

income qualification of households, monitoring the turnover of sale and rental units, and compliance with COAH's monitoring requirements. Legal or other fees related to litigation opposing affordable housing sites or objecting to the Council's regulations and/or action are not eligible uses of the affordable housing trust fund.

9. Monitoring

- a) Township of Blairstown shall complete and return to COAH all monitoring forms included in monitoring requirements related to the collection of development fees from residential and non-residential developers, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, barrier free escrow funds, rental income, repayments from affordable housing program loans, and any other funds collected in connection with Township of Blairstown's housing program, as well as to the expenditure of revenues and implementation of the plan certified by COAH. All monitoring reports shall be completed on forms designed by COAH.

10. Ongoing collection of fees

- a) The ability for Township of Blairstown to impose, collect and expend development fees shall expire with its substantive certification unless Township of Blairstown has filed an adopted Housing Element and Fair Share Plan with COAH, has petitioned for substantive certification, and has received COAH's approval of its development fee ordinance. If Township of Blairstown fails to renew its ability to impose and collect development fees prior to the expiration of substantive certification, it may be subject to forfeiture of any or all funds remaining within its municipal trust fund. Any funds so forfeited shall be deposited into the "New Jersey Affordable Housing Trust Fund" established pursuant to section 20 of P.L.1985, c.222 (C.52:27D-320). Township of Blairstown shall not impose a residential development fee on a development that receives preliminary or final site plan approval after the expiration of its substantive certification or judgment of compliance, nor shall Township of Blairstown retroactively impose a development fee on such a development. Township of Blairstown shall not expend development fees after the expiration of its substantive certification or judgment of compliance.

REPEALER

All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SEVERABILITY

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

EFFECTIVE DATE

This ordinance shall take effect upon passage and publication as provided by law.

Introduced:

Adopted:

Steve Lance, Mayor

Attest:

Phyllis Pizzaia, Municipal Clerk

DRAFT PROPOSED AMENDMENTS TO
AFFORDABLE ACCESSORY APARTMENT ORDINANCE

§19-608 AFFORDABLE ACCESSORY APARTMENTS.

A. Where Permitted

Notwithstanding any provision of this "Land Development Ordinance" to the contrary, "Affordable Accessory Apartments" shall be permitted in the "AR" District on lots which meet each of the following three (3) requirements: *residential zones*.

- ~~1. The lot must have a single family detached dwelling situated thereon;~~
- ~~2. The lot must be at least three (3) acres in size; and~~
- ~~3. The lot must have at least two hundred feet (200') feet of "Lot Frontage".~~

B. Definition

For the purpose of this Ordinance, the definition of an "Affordable Accessory Apartment" shall be as follows:

An **AFFORDABLE ACCESSORY APARTMENT** shall be a self-contained residential dwelling unit with a kitchen, sanitary facilities, sleeping quarters and a private entrance which is created to be occupied by a "low" or "moderate" income household in accordance with the applicable provisions of the "Substantive Rules" of the New Jersey Council On Affordable Housing (COAH) at N.J.A.C. 5:93-1, et seq. The "Affordable Accessory Apartment" may be created within an existing dwelling unit, may be created within an existing structure on the lot or be an addition to an existing home or accessory building.

C. ~~Age Restriction~~ Conditions

- ~~1. All "Affordable Accessory Apartments" shall be deed restricted for occupancy by households with at least one (1) person fifty five (55) years of age or older and with no person less than nineteen (19) years of age, provided that visitors less than nineteen (19) years of age are permitted for no more than eight (8) weeks during any twelve (12) month time period.~~

2. 1. The wording of the required deed restriction shall be submitted by the applicant to the designated administrative entity for review as part of the application for approval, and the wording shall be reviewed, modified as necessary, and finally approved by the Township Committee and incorporated within a developer's agreement between the applicant and the Township Committee as a condition of any approval granted for an "Affordable Accessory Apartment".

D. Additional Conditions

All "Affordable Accessory Apartments" shall meet the following additional conditions:

~~1. The following yard requirements shall be applicable to an "Affordable Accessory Apartment" which is created within the principal single family detached dwelling or within an addition to the principal single family detached dwelling:~~

~~Front Yard: 50'~~

~~Rear Yard: 75'~~

~~Side Yards: 50' each.~~

2. 1. If the "Affordable Accessory Apartment" is not created as part of the principal single-family detached dwelling and is created within an accessory structure on the lot, the subject accessory structure must be located in the rear yard area only and ~~the following distance requirements shall apply:~~ *conform to the bulk requirements of each zone's accessory building standards.*

~~Distance To Side Line: 30'~~

~~Distance To Rear Line: 30'~~

~~Distance To Other Building: 20'~~

~~3. 2. The "Affordable Accessory Apartment" shall be rented only to an age-restricted "low" or a "moderate" income household at the time of initial occupancy of the unit.~~

~~4. 3. The "Affordable Accessory Apartment" shall, for a period of ten (10) or thirty (30) years from the date of the issuance of a Certificate Of Occupancy, be rented only to age-restricted "low" or "moderate" income households.~~

5. 4. Rents of "Affordable Accessory Apartments" shall be affordable to age-restricted "low" or "moderate" income households in accordance with the applicable provisions at N.J.A.C. 5:93-7.4 of COAH's "Substantive Rules", and shall specifically include an allowance for utilities in accordance with N.J.A.C. 5:93-7.4 (f). 5:80-26.12

6. There shall be a recorded deed or declaration of covenants and restrictions applied to the property upon which the "Affordable Accessory Apartment" is located running with the land and ~~limiting its subsequent rental or sale within the requirements of Subsections 19-608 D.4. and 19-608 D.5. hereinabove.~~

7. Each "Affordable Accessory Apartment" shall have living/sleeping space, cooking facilities, a kitchen sink and complete sanitary facilities for the exclusive use of its occupants. It shall consist of no less than two (2) rooms, one (1) of which shall be a full bathroom.

8. The "Affordable Accessory Apartment" shall have a separate door with direct access to the outdoors.

9. All "Affordable Accessory Apartments" shall comply with all applicable statutes and regulations of the State of New Jersey in addition to all local building codes.

10. No more than ten (10) "Affordable Accessory Apartments" shall be permitted within the Township of Blairstown.

11. The potable water supply and sewage disposal system for the "Affordable Accessory Apartment" shall be adequate as determined by the Blairstown Township Board of Health prior to the issuance of any Construction Permit.

12. In the case of an "Affordable Accessory Apartment" previously created illegally on the subject property, the owner is entitled to legitimize the accessory apartment as an "Affordable Accessory Apartment" under this Ordinance, provided that all of the requirements of this Ordinance and all related COAH criteria shall apply, except that no subsidy need be provided by the Township of Blairstown.

13. The "Affordable Accessory Apartment" program shall be affirmatively marketed to the "Northwest Housing Region" consisting of Essex, Morris, Union and Warren counties in accordance with the "Affirmative Marketing Plan" provisions in Subsection 19-608 G. of this Ordinance hereinbelow.

E. Administration Of The "Affordable Accessory Apartment" Program

The Township Committee of the Township of Blairstown shall designate an "administrative entity *and/or municipal housing liaison*" to administer the "Affordable Accessory Apartment" program in accordance with the following:

1. The administrative entity shall administer the "Affordable Accessory Apartment" program including advertising, income qualifying prospective renters, setting rents and annual rental increases, maintaining a waiting list, distributing the subsidy, securing certificates of occupancy, qualifying properties, handling application forms, filing deed restrictions and monitoring reports, and affirmatively marketing the "Affordable Accessory Apartment" program;
2. The administrative entity shall only deny an application for an accessory apartment if the project is not in conformance with COAH's requirements and/or the provisions of this Ordinance. All denials shall be in writing with the reasons clearly stated; and
3. In accordance with COAH requirements, the Township of Blairstown shall provide at least ~~\$10,000~~ 20,000 *for a moderate income* or \$25,000 *for a low income unit* to subsidize the physical creation of an "Affordable Accessory Apartment" conforming to the requirements of this Ordinance section and COAH requirements. Prior to the grant of such subsidy, the property owner shall enter into a written agreement with the Township of Blairstown insuring that ~~1) the subsidy shall be used to create the accessory apartment~~ and 2) the apartment shall meet the requirements of this Ordinance and COAH regulations.

F. Application Procedures

Each application for the creation of an "Affordable Accessory Apartment" shall submit the following information to the designated administrative entity:

1. A sketch of floor plan(s) showing the location, size and relationship of both the "Affordable Accessory Apartment" and the primary dwelling within the building or in another structure;
2. Rough elevations showing the modification of any exterior building facade to which changes are proposed; and
3. A site development sketch showing the location of the existing dwelling and other existing buildings; all property lines; proposed addition if any, along with the minimum building setback lines; the required parking spaces for both dwelling units and any natural or man-made conditions which might affect construction.

G. Affirmative Marketing Plan

The administrative entity shall be responsible to prepare and execute an "Affordable Accessory Apartment" marketing plan which shall, at a minimum, consist of the following:

1. At least one (1) well publicized public meeting to be held in the Blairstown Township Municipal Building to discuss and explain the "Affordable Accessory Apartment" program;
2. A large poster highlighting the main features of the "Affordable Accessory Apartment" program to be prepared and hung in the Blairstown Township Municipal Building at all times; and
3. The issuance of periodic press releases to the Newark Star Ledger, the New Jersey Herald ~~and the Blairstown Press~~, the official newspapers of Blairstown Township, regarding the "Affordable Accessory Apartment" program in order to further inform the public regarding the program.

****Webmasters Note:** The previous section has been added as per Ordinance No. 2001-09.

TOWNSHIP OF BLAIRSTOWN

“DRAFT SPENDING PLAN”

INTRODUCTION

Township of Blairstown, Warren County has prepared a Housing Element and Fair Share plan that addresses its regional fair share of the affordable housing need in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301) and the regulations of the Council on Affordable Housing (COAH) (N.J.A.C. 5:97-1 et seq. and N.J.A.C. 5:96-1 et seq.). A development fee ordinance creating a dedicated revenue source for affordable housing was approved by COAH on June 21, 2001 and adopted by the municipality on June 13, 2001. The ordinance establishes the Township of Blairstown's affordable housing trust fund for which this spending plan is prepared.

As of July 17, 2008, Township of Blairstown has collected \$615,427.50 and expended \$364,500, resulting in a balance of \$250,927.50. All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by the fees are deposited in a separate interest-bearing affordable housing trust fund in First Hope Bank for the purposes of affordable housing. These funds shall be spent in accordance with N.J.A.C. 5:97-8.7-8.9 as described in the sections that follow.

Township of Blairstown first petitioned COAH for substantive certification on July 14, 1995 and received prior approval to maintain an affordable housing trust fund on June 21, 2001. As of December 31, 2004, the prior round balance remaining in the affordable housing trust fund was \$119,945.92. From January 1, 2005 through July 17, 2008, Township of Blairstown collected an additional \$495,481.58 in development fees, payments in lieu of construction, other funds, and/or interest.

1. REVENUES FOR CERTIFICATION PERIOD

To calculate a projection of revenue anticipated during the period of third round substantive certification, Township of Blairstown considered the following:

(a) Development fees:

1. Residential and nonresidential projects which have had development fees imposed upon them at the time of preliminary or final development approvals;
2. All projects currently before the planning and zoning boards for development approvals that may apply for building permits and certificates of occupancy; and
3. Future development that is likely to occur based on historical rates of development.

(b) Projected interest:

Interest on the projected revenue in the municipal affordable housing trust fund at the current average interest rate.

PROJECTED NEW DEVELOPMENT FEE												
Source of Funds	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	TOTAL
Residential	\$12,660	\$25,320	\$40,500	\$58,500	\$76,500	\$67,500	\$72,000	\$58,500	\$63,000	\$94,500	\$58,500	\$627,480
A-3 Assembly	\$0	\$0	\$7,813	\$0	\$0	\$12,500	\$0	\$15,625	\$0	\$0	\$23,438	\$59,375
B - Office	\$0	\$0	\$0	\$13,000	\$0	\$0	\$0	\$22,750	\$0	\$0	\$0	\$35,750
F - Industrial	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$18,750	\$0	\$28,750
M - Retail	\$0	\$0	\$7,500	\$0	\$22,500	\$0	\$30,000	\$0	\$54,000	\$0	\$60,000	\$174,000
S - Storage	\$0	\$0	\$0	\$2,000	\$0	\$8,000	\$0	\$3,000	\$0	\$6,000	\$0	\$19,000
Total	\$12,660	\$25,320	\$55,813	\$73,500	\$109,000	\$88,000	\$102,000	\$99,875	\$117,000	\$119,250	\$141,938	\$944,355

FUNDS ANTICIPATED BY YEAR												
Source of Funds	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	TOTAL
Approved Development	\$12,660	\$25,320	\$40,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$78,480
Projected Development	\$0	\$0	\$15,313	\$73,500	\$109,000	\$88,000	\$102,000	\$99,875	\$117,000	\$119,250	\$141,938	\$865,876
Interest	\$190	\$380	\$837	\$1,103	\$1,635	\$1,320	\$1,530	\$1,498	\$1,755	\$1,789	\$2,129	\$14,165
TOTAL	\$12,850	\$25,700	\$56,650	\$74,603	\$110,635	\$89,320	\$103,530	\$101,373	\$118,755	\$121,039	\$144,067	\$958,521

Township of Blairstown projects a total of \$944,355 in development fee revenue to be collected between July 18, 2008 and December 31, 2018. All interest earned on the account shall accrue to the account to be used only for the purposes of affordable housing.

2. ADMINISTRATIVE MECHANISM TO COLLECT AND DISTRIBUTE FUNDS

The following procedural sequence for the collection and distribution of development fee revenues shall be followed by Township of Blairstown:

(a) Collection of development fee revenues:

Collection of development fee revenues shall be consistent with Township of Blairstown's development fee ordinance for both residential and non-residential developments in accordance with COAH's rules and P.L.2008, c.46, sections 8 (C. 52:27D-329.2) and 32-38 (C. 40:55D-8.1 through 8.7).

(b) Distribution of development fee revenues:

Development fee revenues will be used for affordability assistance, an accessory apartment program market to affordable program, supportive/special needs housing assistance and municipally sponsored/100% affordable developments.

3. DESCRIPTION OF ANTICIPATED USE OF AFFORDABLE HOUSING FUNDS

(a) Affordability Assistance (N.J.A.C. 5:97-8.8)

Municipalities are required to spend a minimum of 30 percent of development fee revenue to render existing affordable units more affordable and one-third of that amount

must be dedicated to very low-income households (i.e. households earning less than 30 percent of the regional median income).

SPENDING PLAN CALCULATIONS SUMMARY

Existing Balance (as of October 7, 2008)	=	\$253,894
Development Fees projected from October 8, 2008 - 2018	+	\$944,355
Interest projected from October 8, 2008 - 2018	+	\$14,165
TOTAL PROJECTED REVENUE		= \$1,212,414
Affordability Assistance (minimum of 30% of above total)	-	\$363,724
<i>To very low income households (minimum 10% of above allotment)</i>		<i>\$121,241</i>
REMAINING FUNDS FOR OTHER HOUSING ACTIVITY		= \$848,690
Administration (maximum 20% of remainder)	-	\$20,000
Accessory Apartment Program	-	\$250,000
Market to Affordable Housing Program	-	\$300,000
Group Home Funding	-	\$112,000
Municipally-Sponsored/100% Affordable Project Funding	-	\$166,690
BALANCE		= \$0

The Township of Blairstown will dedicate \$363,724 including \$121,241 to render units more affordable to households earning 30 percent or less of median income by region, including assistance programs such as down-payment assistance, rental assistance, converting low-income units to very-low-income units, etc.

(b) Administrative Expenses (N.J.A.C. 5:97-8.9)

The Township of Blairstown projects that \$20,000 will be available from the affordable housing trust fund to be used for administrative purposes. Projected administrative expenditures, subject to the 20 percent cap, includes the salaries and benefits for Township of Blairstown employees or consultant fee necessary to develop or implement a rehabilitation program, new construction program, housing element and/or affirmative marketing plan.

(c) Accessory Apartment Program

Blairstown will substantially update its existing Accessory Apartment Ordinance to encourage ten property owners to convert or create affordable accessory apartments within the Township.

Blairstown projects that \$250,000 will be available from the affordable housing trust fund to be used for this program.

(d) Market to Affordable Program

The Township of Blairstown will dedicate \$300,000 from the affordable housing trust fund to convert existing market rate rental apartments to affordable apartments with 30 year deed restrictions.

(e) Supportive/Special Needs Housing

The Township of Blairstown will dedicate \$112,000 from the Affordable Housing Trust Fund to encourage and assist group home providers in constructing new facilities within the Township's borders.

(f) Municipally sponsored 100% Affordable Developments

The Township of Blairstown will dedicate \$166,690 to assist developers with acquisition of land for affordable housing, engineering, infrastructure improvements and utility hook ups or with actual construction of affordable housing.

4. EXPENDITURE SCHEDULE

SCHEDULE													
Funds Anticipated By Year													
Source of Funds	# units	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	TOTAL
Administration	-	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000
Affordability Assistance	-	\$0	\$25,000	\$25,000	\$5,000	\$5,000	\$5,000	\$10,000	\$15,000	\$58,618	\$96,039	\$119,067	\$363,724
Accessory Apartment Program	10	\$0	\$50,000	\$25,000	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$250,000
Market to Affordable Program	10	\$30,000	\$90,000	\$60,000	\$30,000	\$60,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$300,000
Supportive/Special Needs Housing	14*	\$0	\$0	\$0	\$38,000	\$37,000	\$37,000	\$0	\$0	\$0	\$0	\$0	\$112,000
100% Affordable Developments	54**	\$0	\$0	\$0	\$0	\$0	\$42,000	\$42,000	\$42,000	\$40,690	\$0	\$0	\$166,690
Total	88	\$40,000	\$175,000	\$110,000	\$73,000	\$127,000	\$139,000	\$77,000	\$82,000	\$124,308	\$121,039	\$144,067	\$1,212,414

* Number of bedrooms not units

** Number of units does not include bonus credits the units would be eligible for

5. EXCESS OR SHORTFALL OF FUNDS

Pursuant to the Housing Element and Fair Share Plan, the governing body of Township of Blairstown has adopted a resolution agreeing to fund any shortfall of funds required for implementing the aforementioned programs. In the event that a shortfall of anticipated revenues occurs, the Township of Blairstown will approve a resolution of intent to bond. A copy of the adopted resolution is attached.

In the event of excess funds, any remaining funds above the amount necessary to satisfy the municipal affordable housing obligation will be used to support 100% affordable developments and/or expand the market to Affordable Program.

6. BARRIER FREE ESCROW

Collection and distribution of barrier free funds shall be consistent with Township of Blairstown's Affordable Housing Ordinance, located at Chapter §19-610, Section 4 (b) and in accordance with N.J.A.C. 5:97-8.5.

SUMMARY

Township of Blairstown intends to spend affordable housing trust fund revenues pursuant to N.J.A.C. 5:97-8.7 through 8.9 and consistent with the housing programs outlined in the housing element and fair share plan dated December 15, 2008.

Township of Blairstown has a balance of \$250,927.50 as of July 17, 2008 and anticipates an additional \$944,355 in revenues before the expiration of substantive certification for a total of \$1,212,414 including interest. The municipality will dedicate \$363,724 towards an affordability assistance program, to render units more affordable, and \$20,000 to administrative costs. Any shortfall of funds will be offset by resolution of intent to bond. The municipality will dedicate any excess funds towards supporting 100% affordable developments and/or expanding the Market to Affordable Program.

AN ORDINANCE OF TOWNSHIP OF BLAIRSTOWN TO ADDRESS THE REQUIREMENTS OF THE COUNCIL ON AFFORDABLE HOUSING (COAH) REGARDING COMPLIANCE WITH THE MUNICIPALITY'S PRIOR ROUND AND THIRD ROUND AFFORDABLE HOUSING OBLIGATIONS

WHEREAS, Chapter §19-160 shall be created with the text below to include revisions mandated by the Council on Affordable Housing that address the requirements regarding compliance with the municipality's prior round and third round affordable housing obligations:

NOW, THEREFORE IT BE ORDAINED, by the Mayor and Common Council of the Township of Blairstown, in the County of Warren that Chapter §19-160 shall read as follows:

Section 1. Affordable Housing Obligation

- (a) This Ordinance is intended to assure that low- and moderate-income units ("affordable units") are created with controls on affordability over time and that low- and moderate-income households shall occupy these units. This Ordinance shall apply except where inconsistent with applicable law.
- (b) The Township of Blairstown Planning Board has adopted a Housing Element and Fair Share Plan pursuant to the Municipal Land Use Law at N.J.S.A. 40:55D-1, et seq. The Fair Share Plan has been endorsed by the governing body. The Fair Share Plan describes the ways Township of Blairstown shall address its fair share for low- and moderate-income housing as determined by the Council on Affordable Housing (COAH) and documented in the Housing Element.
- (c) This Ordinance implements and incorporates the Fair Share Plan and addresses the requirements of N.J.A.C. 5:97, as may be amended and supplemented.
- (d) The Township of Blairstown shall file monitoring reports with COAH in accordance with N.J.A.C. 5:96, tracking the status of the implementation of the Housing Element and Fair Share Plan. Any plan evaluation report of the Housing Element and Fair Share Plan and monitoring prepared by COAH in accordance with N.J.A.C. 5:96 shall be available to the public at the Township of Blairstown Municipal Building, Municipal Clerk's Office, 106 Route 94, Blairstown, New Jersey, or from COAH at 101 South Broad Street, Trenton, New Jersey and on COAH's website, www.nj.gov/dca/affiliates/coah.

Section 2. Definitions

The following terms when used in this Ordinance shall have the meanings given in this Section:

"Accessory apartment" means a self-contained residential dwelling unit with a kitchen, sanitary facilities, sleeping quarters and a private entrance, which is created within an existing home, or through the conversion of an existing accessory structure on the same site, or by an addition to an existing home or accessory building, or by the construction of a new accessory structure on the same site.

"Act" means the Fair Housing Act of 1985, P.L. 1985, c. 222 (N.J.S.A. 52:27D-301 et seq.)

“Adaptable” means constructed in compliance with the technical design standards of the Barrier Free Subcode, N.J.A.C. 5:23-7.

“Administrative agent” means the entity responsible for the administration of affordable units in accordance with this ordinance, N.J.A.C. 5:96, N.J.A.C. 5:97 and N.J.A.C. 5:80-26.1 et seq.

“Affirmative marketing” means a regional marketing strategy designed to attract buyers and/or renters of affordable units pursuant to N.J.A.C. 5:80-26.15.

“Affordability average” means the average percentage of median income at which restricted units in an affordable housing development are affordable to low- and moderate-income households.

“Affordable” means, a sales price or rent within the means of a low- or moderate-income household as defined in N.J.A.C. 5:97-9; in the case of an ownership unit, that the sales price for the unit conforms to the standards set forth in N.J.A.C. 5:80-26.6, as may be amended and supplemented, and, in the case of a rental unit, that the rent for the unit conforms to the standards set forth in N.J.A.C. 5:80-26.12, as may be amended and supplemented.

“Affordable development” means a housing development all or a portion of which consists of restricted units.

“Affordable housing development” means a development included in the Housing Element and Fair Share Plan, and includes, but is not limited to, an inclusionary development, a municipal construction project or a 100 percent affordable development.

“Affordable housing program(s)” means any mechanism in a municipal Fair Share Plan prepared or implemented to address a municipality’s fair share obligation.

“Affordable unit” means a housing unit proposed or created pursuant to the Act, credited pursuant to N.J.A.C. 5:97-4, and/or funded through an affordable housing trust fund.

“Agency” means the New Jersey Housing and Mortgage Finance Agency established by P.L. 1983, c. 530 (N.J.S.A. 55:14K-1, et seq.).

“Age-restricted unit” means a housing unit designed to meet the needs of, and exclusively for, the residents of an age-restricted segment of the population such that: 1) all the residents of the development where the unit is situated are 62 years or older; or 2) at least 80 percent of the units are occupied by one person that is 55 years or older; or 3) the development has been designated by the Secretary of the U.S. Department of Housing and Urban Development as “housing for older persons” as defined in Section 807(b)(2) of the Fair Housing Act, 42 U.S.C. § 3607.

“Assisted living residence” means a facility licensed by the New Jersey Department of Health and Senior Services to provide apartment-style housing and congregate dining and to assure that assisted living services are available when needed for four or more adult persons unrelated to the proprietor and that offers units containing, at a minimum, one unfurnished room, a private bathroom, a kitchenette and a lockable door on the unit entrance.

“Certified household” means a household that has been certified by an Administrative Agent as a low-income household or moderate-income household.

“COAH” means the Council on Affordable Housing, which is in, but not of, the Department of Community Affairs of the State of New Jersey, that was established under the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301 et seq.).

“DCA” means the State of New Jersey Department of Community Affairs.

“Deficient housing unit” means a housing unit with health and safety code violations that require the repair or replacement of a major system. A major system includes weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement and/or load bearing structural systems.

“Developer” means any person, partnership, association, company or corporation that is the legal or beneficial owner or owners of a lot or any land proposed to be included in a proposed development including the holder of an option to contract or purchase, or other person having an enforceable proprietary interest in such land.

“Development” means the division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any use or change in the use of any building or other structure, or of any mining, excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission may be required pursuant to N.J.S.A. 40:55D-1 et seq.

“Inclusionary development” means a development containing both affordable units and market rate units. This term includes, but is not necessarily limited to: new construction, the conversion of a non-residential structure to residential and the creation of new affordable units through the reconstruction of a vacant residential structure.

“Low-income household” means a household with a total gross annual household income equal to 50 percent or less of the median household income.

“Low-income unit” means a restricted unit that is affordable to a low-income household.

“Major system” means the primary structural, mechanical, plumbing, electrical, fire protection, or occupant service components of a building which include but are not limited to, weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement or load bearing structural systems.

“Market-rate units” means housing not restricted to low- and moderate-income households that may sell or rent at any price.

“Median income” means the median income by household size for the applicable county, as adopted annually by COAH.

“Moderate-income household” means a household with a total gross annual household income in excess of 50 percent but less than 80 percent of the median household income.

“Moderate-income unit” means a restricted unit that is affordable to a moderate-income household.

“Non-exempt sale” means any sale or transfer of ownership other than the transfer of ownership between husband and wife; the transfer of ownership between former spouses ordered as a result of a judicial decree of divorce or judicial separation, but not including sales to third parties; the transfer of ownership between family members as a result of inheritance; the transfer of

ownership through an executor's deed to a class A beneficiary and the transfer of ownership by court order.

"Random selection process" means a process by which currently income-eligible households are selected for placement in affordable housing units such that no preference is given to one applicant over another except for purposes of matching household income and size with an appropriately priced and sized affordable unit (e.g., by lottery).

"Regional asset limit" means the maximum housing value in each housing region affordable to a four-person household with an income at 80 percent of the regional median as defined by COAH's adopted Regional Income Limits published annually by COAH.

"Rehabilitation" means the repair, renovation, alteration or reconstruction of any building or structure, pursuant to the Rehabilitation Subcode, N.J.A.C. 5:23-6.

"Rent" means the gross monthly cost of a rental unit to the tenant, including the rent paid to the landlord, as well as an allowance for tenant-paid utilities computed in accordance with allowances published by DCA for its Section 8 program. In assisted living residences, rent does not include charges for food and services.

"Restricted unit" means a dwelling unit, whether a rental unit or ownership unit, that is subject to the affordability controls of N.J.A.C. 5:80-26.1, as may be amended and supplemented, but does not include a market-rate unit financed under UHORP or MONI.

"UHAC" means the Uniform Housing Affordability Controls set forth in N.J.A.C. 5:80-26.1 et seq.

"Very low-income household" means a household with a total gross annual household income equal to 30 percent or less of the median household income.

"Very low-income unit" means a restricted unit that is affordable to a very low-income household.

"Weatherization" means building insulation (for attic, exterior walls and crawl space), siding to improve energy efficiency, replacement storm windows, replacement storm doors, replacement windows and replacement doors, and is considered a major system for rehabilitation.

Section 3. Affordable Housing Programs

The Township of Blairstown has determined that it will use the following mechanisms to satisfy its affordable housing obligations:

- (a) An Accessory Apartment program.
 - 1. All accessory apartments shall meet the following conditions:
 - i. Accessory apartments are permitted by the Zoning Ordinance for various zoning districts, provided the units are affordable to low- and moderate-income households. Accessory apartments may be developed as low-income or moderate-income units (accessory apartments may be limited to only low- or only moderate-income units as determined in the Fair Share Plan).
 - ii. Accessory apartments shall comply with all applicable statutes and regulations of the State of New Jersey in addition to all building codes.

- iii. At the time of initial occupancy of the unit and for at least ten years thereafter, the accessory apartment shall be rented only to a household which is either a low- or moderate-income household.
 - iv. Rents of accessory apartments shall be affordable to low- or moderate-income households as per COAH and UHAC regulations.
 - v. There shall be a recorded deed or declaration of covenants and restrictions applied to the property upon which the accessory apartment is located running with the land and limiting its subsequent rental or sale of the unit and the accessory apartment.
 - vi. The appropriate utility authority must certify that there is water and sewer infrastructure with sufficient capacity to serve the proposed accessory apartment. Where the proposed location is served by an individual well and/or septic system, the additional capacity necessitated by the new unit must meet the appropriate NJDEP standards.
 - vii. The Township of Blairstown accessory apartment program shall not restrict the number of bedrooms in any accessory apartment.
 - viii. No accessory apartment created as a result of this article or these regulations shall exceed the gross floor area of the existing principal dwelling on the lot.
2. The maximum number of creditable accessory apartments shall be equal to no more than 10 or an amount equal to 10 percent of the Township of Blairstown's fair share obligation, whichever is greater (additional units may be approved by COAH if the municipality has demonstrated successful completion of its accessory apartment program.).
 3. Township of Blairstown shall designate an administrative entity to administer the accessory apartment program that shall have the following responsibilities:
 - i. The Administrative Agent shall administer the accessory apartment program, including advertising, income qualifying prospective renters, setting rents and annual rent increases, maintaining a waiting list, distributing the subsidy, securing certificates of occupancy, qualifying properties, handling application forms, filing deed restrictions and monitoring reports and affirmatively marketing the affordable accessory apartment program in accordance with the UHAC.
 - ii. The administrative entity shall only deny an application for an accessory apartment if the project is not in conformance with COAH's requirements and/or the provisions of this section/article. All denials shall be in writing with the reasons clearly stated.
 - iii. In accordance with COAH requirements, Township of Blairstown shall provide at least \$25,000 per unit to subsidize the creation of each low-income accessory apartment or \$20,000 per unit to subsidize the creation of each moderate-income accessory apartment. Subsidy may be used to fund actual construction costs and/or to provide compensation for reduced rental rates.

4. Property owners wishing to apply to create an accessory apartment shall submit to the administrative entity:
 - i. A sketch of floor plan(s) showing the location, size and relationship of both the accessory apartment and the primary dwelling within the building or in another structure;
 - ii. Rough elevations showing the modifications of any exterior building façade to which changes are proposed; and
 - iii. A site development sketch showing the location of the existing dwelling and other existing buildings; all property lines; proposed addition, if any, along with the minimum building setback lines; the required parking spaces for both dwelling units; and any man-made conditions which might affect construction.

(b) A Market to Affordable program.

1. A market to affordable program is established to permit the purchase or subsidization of units through a written agreement with the property owner and sold or rented to low- and moderate-income households. Subject to the provisions of 2iii below, the market to affordable programs may produce both low- and moderate-income units (the program may be limited to only low- or only moderate-income units as per the Fair Share Plan).
2. The following provisions shall apply to market to affordable programs:
 - i. At the time they are offered for sale or rental, eligible units may be new, pre-owned or vacant.
 - ii. The units shall be certified to be in sound condition as a result of an inspection performed by a licensed building inspector.
 - iii. The municipality will provide a minimum of \$25,000 per unit to subsidize each moderate-income unit and/or \$30,000 per unit to subsidize the each low-income unit, with additional subsidy depending on the market prices or rents in a municipality.
 - iv. The maximum number of creditable market to affordable units shall be equal to no more than 10 for sale units and 10 rental units or a combined total of 10 percent of the fair share obligation, whichever is greater. (Additional units may be approved by COAH if the municipality demonstrates the successful completion of its initial market to affordable program.)
3. The units shall comply with N.J.A.C. 5:97-9 and UHAC with the following exceptions:
 - i. Bedroom distribution (N.J.A.C. 5:80-26.3(b) and (c));
 - ii. Low/moderate income split (N.J.A.C. 5:80-26.3(a)); and
 - iii. Affordability average (N.J.A.C. 5:80-26.3(d) and (e)); however:
 - A. The maximum rent for a moderate-income unit shall be affordable to households earning no more than 60 percent of median income and the

maximum rent for a low-income unit shall be affordable to households earning no more than 44 percent of median income; and

- B. The maximum sales price for a moderate-income unit shall be affordable to households earning no more than 70 percent of median income and the maximum sales price for a low-income unit shall be affordable to households earning no more than 40 percent of median income.

(c) Supportive/Special Needs

1. The following provisions shall apply to group homes, residential health care facilities and supportive shared living housing:
 - i. The unit of the credit shall be the bedroom.
 - ii. Housing that is age-restricted shall be included with the maximum number of units that may be age-restricted.
 - iii. Occupancy shall not be restricted to youth under 18 years of age.
 - iv. All sites shall meet the site suitability criteria set forth in N.J.A.C. 5:97-3.13.
2. The bedrooms and/or units pursuant to (1) above shall comply with N.J.A.C. 5:97-9 and UHAC with the following exceptions:
 - i. Affirmative marketing plan; however, group homes residential health care facilities and supportive shared living housing shall be affirmatively marketed to individuals with special needs in accordance with a plan approved by the Council's Executive Director;
 - ii. Affordability average and bedroom distribution; and
 - iii. With the exception of units established with capital funding through a 20 year operating contract with the Department of Human Services, Division of Developmental Disabilities, group homes, residential health care facilities, and supportive shared living housing shall have the appropriate controls on affordability.

(d) Municipally-Sponsored/100% Affordable Developments

1. Municipally-sponsored and 100% affordable developments include, but are not limited to:
 - i. Developments in which all units are available to low- and moderate-income households;
 - ii. Units created through a municipal partnership with a non-profit or other affordable housing provider; and
 - iii. Developments for which the municipality serves as the primary sponsor.
2. The following provisions shall apply to municipally-sponsored and 100% affordable developments:

- i. All sites shall meet the site suitability criteria set forth in N.J.A.C. 5:97-3.13.
- ii. The municipality or developer/sponsor shall have control or the ability to control the site(s).
- iii. The construction schedule shall provide for the construction to begin within two years of substantive certification or in accordance with the municipality's implementation schedule.
- iv. The first floor of all townhouse dwellings units and of all other multi-story dwelling units must comply with N.J.A.C. 5:97-3.14.

Section 4. New Construction

The following general guidelines apply to all newly constructed developments that contain low- and moderate-income housing units, including any currently unanticipated future developments that will provide low- and moderate-income housing units.

(a) Low/Moderate Split and Bedroom Distribution of Affordable Housing Units:

1. The fair share obligation shall be divided equally between low- and moderate-income units, except that where there is an odd number of affordable housing units, the extra unit shall be a low income unit.
2. In each affordable development, at least 50 percent of the restricted units within each bedroom distribution shall be low-income units.
3. Affordable developments that are not age-restricted shall be structured in conjunction with realistic market demands such that:
 - i. The combined number of efficiency and one-bedroom units shall be no greater than 20 percent of the total low- and moderate-income units;
 - ii. At least 30 percent of all low- and moderate-income units shall be two bedroom units;
 - iii. At least 20 percent of all low- and moderate-income units shall be three bedroom units; and
 - iv. The remaining units may be allocated among two and three bedroom units at the discretion of the developer.
4. Affordable developments that are age-restricted shall be structured such that the number of bedrooms shall equal the number of age-restricted low- and moderate-income units within the inclusionary development. The standard may be met by having all one-bedroom units or by having a two-bedroom unit for each efficiency unit.

(b) Accessibility Requirements:

1. The first floor of all restricted townhouse dwelling units and all restricted units in all other multistory buildings shall be subject to the technical design standards of the Barrier Free Subcode, N.J.A.C. 5:23-7 and N.J.A.C. 5:97-3.14.
2. All restricted townhouse dwelling units and all restricted units in other multistory buildings in which a restricted dwelling unit is attached to at least one other dwelling unit shall have the following features:
 - i. An adaptable toilet and bathing facility on the first floor;
 - ii. An adaptable kitchen on the first floor;
 - iii. An interior accessible route of travel on the first floor;
 - iv. An interior accessible route of travel shall not be required between stories within an individual unit;
 - v. An adaptable room that can be used as a bedroom, with a door or the casing for the installation of a door, on the first floor; and
 - vi. An accessible entranceway as set forth at P.L. 2005, c. 350 (N.J.S.A. 52:27D-311a et seq.) and the Barrier Free Subcode, N.J.A.C. 5:23-7 and N.J.A.C. 5:97-3.14, or evidence that the Township of Blairstown has collected funds from the developer sufficient to make 10 percent of the adaptable entrances in the development accessible:
 - A. Where a unit has been constructed with an adaptable entrance, upon the request of a disabled person who is purchasing or will reside in the dwelling unit, an accessible entrance shall be installed.
 - B. To this end, the builder of restricted units shall deposit funds within the Township of Blairstown's affordable housing trust fund sufficient to install accessible entrances in 10 percent of the affordable units that have been constructed with adaptable entrances.
 - C. The funds deposited under paragraph B. above shall be used by the Township of Blairstown for the sole purpose of making the adaptable entrance of any affordable unit accessible when requested to do so by a person with a disability who occupies or intends to occupy the unit and requires an accessible entrance.
 - D. The developer of the restricted units shall submit a design plan and cost estimate for the conversion from adaptable to accessible entrances to the Construction Official of the Township of Blairstown.
 - E. Once the Construction Official has determined that the design plan to convert the unit entrances from adaptable to accessible meet the requirements of the Barrier Free Subcode, N.J.A.C. 5:23-7 and N.J.A.C. 5:97-3.14, and that the cost estimate of such conversion is reasonable, payment shall be made to the Township of Blairstown's affordable housing trust fund in care of the Municipal Treasurer who shall ensure that the

funds are deposited into the affordable housing trust fund and appropriately earmarked.

- F. Full compliance with the foregoing provisions shall not be required where an entity can demonstrate that it is site impracticable to meet the requirements. Determinations of site impracticability shall be in compliance with the Barrier Free Subcode, N.J.A.C. 5:23-7 and N.J.A.C. 5:97-3.14.

(c) Maximum Rents and Sales Prices

1. In establishing rents and sales prices of affordable housing units, the administrative agent shall follow the procedures set forth in UHAC and in COAH, utilizing the regional income limits established by COAH.
2. The maximum rent for restricted rental units within each affordable development shall be affordable to households earning no more than 60 percent of median income, and the average rent for restricted low- and moderate-income units shall be affordable to households earning no more than 52 percent of median income.
3. The developers and/or municipal sponsors of restricted rental units shall establish at least one rent for each bedroom type for both low-income and moderate-income units.
 - i. At least 10 percent of all low- and moderate-income rental units shall be affordable to households earning no more than 30 percent of median income.
4. The maximum sales price of restricted ownership units within each affordable development shall be affordable to households earning no more than 70 percent of median income, and each affordable development must achieve an affordability average of 55 percent for restricted ownership units; in achieving this affordability average, moderate-income ownership units must be available for at least three different prices for each bedroom type, and low-income ownership units must be available for at least two different prices for each bedroom type.
5. In determining the initial sales prices and rents for compliance with the affordability average requirements for restricted units other than assisted living facilities, the following standards shall be used:
 - i. A studio shall be affordable to a one-person household;
 - ii. A one-bedroom unit shall be affordable to a one and one-half person household;
 - iii. A two-bedroom unit shall be affordable to a three-person household;
 - iv. A three-bedroom unit shall be affordable to a four and one-half person household; and
 - v. A four-bedroom unit shall be affordable to a six-person household.
6. In determining the initial rents for compliance with the affordability average requirements for restricted units in assisted living facilities, the following standards shall be used:

- i. A studio shall be affordable to a one-person household;
 - ii. A one-bedroom unit shall be affordable to a one and one-half person household; and
 - iii. A two-bedroom unit shall be affordable to a two-person household or to two one-person households.
7. The initial purchase price for all restricted ownership units shall be calculated so that the monthly carrying cost of the unit, including principal and interest (based on a mortgage loan equal to 95 percent of the purchase price and the Federal Reserve H.15 rate of interest), taxes, homeowner and private mortgage insurance and condominium or homeowner association fees do not exceed 28 percent of the eligible monthly income of the appropriate size household as determined under N.J.A.C. 5:80-26.4, as may be amended and supplemented; provided, however, that the price shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.3, as may be amended and supplemented.
 8. The initial rent for a restricted rental unit shall be calculated so as not to exceed 30 percent of the eligible monthly income of the appropriate household size as determined under N.J.A.C. 5:80-26.4, as may be amended and supplemented; provided, however, that the rent shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.3, as may be amended and supplemented.
 9. The price of owner-occupied low- and moderate-income units may increase annually based on the percentage increase in the regional median income limit for each housing region. In no event shall the maximum resale price established by the administrative agent be lower than the last recorded purchase price.
 10. The rent of low- and moderate-income units may be increased annually based on the percentage increase in the Housing Consumer Price Index for the United States. This increase shall not exceed nine percent in any one year. Rents for units constructed pursuant to low- income housing tax credit regulations shall be indexed pursuant to the regulations governing low- income housing tax credits.
 11. **Utilities.** Tenant-paid utilities that are included in the utility allowance shall be so stated in the lease and shall be consistent with the utility allowance approved by DCA for its Section 8 program.

Section 5. Affirmative Marketing Requirements

- (a) Township of Blairstown shall adopt by resolution an Affirmative Marketing Plan, subject to approval of COAH, compliant with N.J.A.C. 5:80-26.15, as may be amended and supplemented.
- (b) The affirmative marketing plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being

marketed by a developer, sponsor or owner of affordable housing. The affirmative marketing plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward COAH Housing Region 2 and covers the period of deed restriction.

- (c) The affirmative marketing plan shall provide a regional preference for all households that live and/or work in COAH Housing Region 2 comprised of Essex, Morris, Union and Warren County.
- (d) The Administrative Agent designated by the Township of Blairstown shall assure the affirmative marketing of all affordable units consistent with the Affirmative Marketing Plan for the municipality.
- (e) In implementing the affirmative marketing plan, the Administrative Agent shall provide a list of counseling services to low- and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements, and landlord/tenant law.
- (f) The affirmative marketing process for available affordable units shall begin at least four months prior to the expected date of occupancy.
- (g) The costs of advertising and affirmative marketing of the affordable units shall be the responsibility of the developer, sponsor or owner, unless otherwise determined or agreed to by Township of Blairstown.

Section 6. Occupancy Standards

- (a) In referring certified households to specific restricted units, to the extent feasible, and without causing an undue delay in occupying the unit, the Administrative Agent shall strive to:
 - 1. Provide an occupant for each bedroom;
 - 2. Provide children of different sex with separate bedrooms; and
 - 3. Prevent more than two persons from occupying a single bedroom.
- (b) Additional provisions related to occupancy standards (if any) shall be provided in the municipal Operating Manual.

Section 7. Control Periods for Restricted Ownership Units and Enforcement Mechanisms

- (a) Control periods for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.5, as may be amended and supplemented, and each restricted ownership unit shall remain subject to the requirements of this Ordinance until the Township of Blairstown elects to release the unit from such requirements however, and prior to such an election, a restricted ownership unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, as may be amended and supplemented, for at least 30 years.
- (b) The affordability control period for a restricted ownership unit shall commence on the date the initial certified household takes title to the unit.

- (c) Prior to the issuance of the initial certificate of occupancy for a restricted ownership unit and upon each successive sale during the period of restricted ownership, the administrative agent shall determine the restricted price for the unit and shall also determine the non-restricted, fair market value of the unit based on either an appraisal or the unit's equalized assessed value.
- (d) At the time of the first sale of the unit, the purchaser shall execute and deliver to the Administrative Agent a recapture note obligating the purchaser (as well as the purchaser's heirs, successors and assigns) to repay, upon the first non-exempt sale after the unit's release from the requirements of this Ordinance, an amount equal to the difference between the unit's non-restricted fair market value and its restricted price, and the recapture note shall be secured by a recapture lien evidenced by a duly recorded mortgage on the unit.
- (e) The affordability controls set forth in this Ordinance shall remain in effect despite the entry and enforcement of any judgment of foreclosure with respect to restricted ownership units.
- (f) A restricted ownership unit shall be required to obtain a Continuing Certificate of Occupancy or a certified statement from the Construction Official stating that the unit meets all code standards upon the first transfer of title that follows the expiration of the applicable minimum control period provided under N.J.A.C. 5:80-26.5(a), as may be amended and supplemented.

Section 8. Price Restrictions for Restricted Ownership Units, Homeowner Association Fees and Resale Prices

Price restrictions for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, including:

- (a) The initial purchase price for a restricted ownership unit shall be approved by the Administrative Agent.
- (b) The Administrative Agent shall approve all resale prices, in writing and in advance of the resale, to assure compliance with the foregoing standards.
- (c) The method used to determine the condominium association fee amounts and special assessments shall be indistinguishable between the low- and moderate-income unit owners and the market unit owners.
- (d) The owners of restricted ownership units may apply to the Administrative Agent to increase the maximum sales price for the unit on the basis of capital improvements. Eligible capital improvements shall be those that render the unit suitable for a larger household or the addition of a bathroom.

Section 9. Buyer Income Eligibility

- (a) Buyer income eligibility for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, such that low-income ownership units shall be reserved for households with a gross household income less than

or equal to 50 percent of median income and moderate-income ownership units shall be reserved for households with a gross household income less than 80 percent of median income.

- (b) The Administrative Agent shall certify a household as eligible for a restricted ownership unit when the household is a low-income household or a moderate-income household, as applicable to the unit, and the estimated monthly housing cost for the particular unit (including principal, interest, taxes, homeowner and private mortgage insurance and condominium or homeowner association fees, as applicable) does not exceed 33 percent of the household's certified monthly income.

Section 10. Limitations on indebtedness secured by ownership unit; subordination

- (a) Prior to incurring any indebtedness to be secured by a restricted ownership unit, the administrative agent shall determine in writing that the proposed indebtedness complies with the provisions of this section.
- (b) With the exception of original purchase money mortgages, during a control period neither an owner nor a lender shall at any time cause or permit the total indebtedness secured by a restricted ownership unit to exceed 95 percent of the maximum allowable resale price of that unit, as such price is determined by the administrative agent in accordance with N.J.A.C.5:80-26.6(b).

Section 11. Control Periods for Restricted Rental Units

- (a) Control periods for restricted rental units shall be in accordance with N.J.A.C. 5:80-26.11, as may be amended and supplemented, and each restricted rental unit shall remain subject to the requirements of this Ordinance until the [*insert name of municipality*] elects to release the unit from such requirements pursuant to action taken in compliance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, and prior to such an election, a restricted rental unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, as may be amended and supplemented, for at least 30 years.
- (b) Deeds of all real property that include restricted rental units shall contain deed restriction language. The deed restriction shall have priority over all mortgages on the property, and the deed restriction shall be filed by the developer or seller with the records office of the County of Warren. A copy of the filed document shall be provided to the Administrative Agent within 30 days of the receipt of a Certificate of Occupancy.
- (c) A restricted rental unit shall remain subject to the affordability controls of this Ordinance, despite the occurrence of any of the following events:
 - 1. Sublease or assignment of the lease of the unit;
 - 2. Sale or other voluntary transfer of the ownership of the unit; or
 - 3. The entry and enforcement of any judgment of foreclosure.

Section 12. Price Restrictions for Rental Units; Leases

- (a) A written lease shall be required for all restricted rental units, except for units in an assisted living residence, and tenants shall be responsible for security deposits and the full amount of the rent as stated on the lease. A copy of the current lease for each restricted rental unit shall be provided to the Administrative Agent.
- (b) No additional fees or charges shall be added to the approved rent (except, in the case of units in an assisted living residence, to cover the customary charges for food and services) without the express written approval of the Administrative Agent.
- (c) Application fees (including the charge for any credit check) shall not exceed five percent of the monthly rent of the applicable restricted unit and shall be payable to the Administrative Agent to be applied to the costs of administering the controls applicable to the unit as set forth in this Ordinance.

Section 13. Tenant Income Eligibility

- (a) Tenant income eligibility shall be in accordance with N.J.A.C. 5:80-26.13, as may be amended and supplemented, and shall be determined as follows:
 - 1. Very low-income rental units shall be reserved for households with a gross household income less than or equal to 30 percent of median income.
 - 2. Low-income rental units shall be reserved for households with a gross household income less than or equal to 50 percent of median income.
 - 3. Moderate-income rental units shall be reserved for households with a gross household income less than 80 percent of median income.
- (b) The Administrative Agent shall certify a household as eligible for a restricted rental unit when the household is a very low-income, low-income household or a moderate-income household, as applicable to the unit, and the rent proposed for the unit does not exceed 35 percent (40 percent for age-restricted units) of the household's eligible monthly income as determined pursuant to N.J.A.C. 5:80-26.16, as may be amended and supplemented; provided, however, that this limit may be exceeded if one or more of the following circumstances exists:
 - 1. The household currently pays more than 35 percent (40 percent for households eligible for age-restricted units) of its gross household income for rent, and the proposed rent will reduce its housing costs;
 - 2. The household has consistently paid more than 35 percent (40 percent for households eligible for age-restricted units) of eligible monthly income for rent in the past and has proven its ability to pay;
 - 3. The household is currently in substandard or overcrowded living conditions;
 - 4. The household documents the existence of assets with which the household proposes to supplement the rent payments; or
 - 5. The household documents proposed third-party assistance from an outside source such as a family member in a form acceptable to the Administrative Agent and the owner of the unit.

- (c) The applicant shall file documentation sufficient to establish the existence of the circumstances in (b)1 through 5 above with the Administrative Agent, who shall counsel the household on budgeting.

Section 14. Administration

- (a) The position of Municipal Housing Liaison (MHL) for Township of Blairstown is established by this ordinance. The Township Council shall make the actual appointment of the MHL by means of a resolution.
1. The MHL must be either a full-time or part-time employee of Township of Blairstown.
 2. The person appointed as the MHL must be reported to COAH for approval.
 3. The MHL must meet all COAH requirements for qualifications, including initial and periodic training.
 4. The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program for the Township of Blairstown, including the following responsibilities which may not be contracted out to the Administrative Agent:
 - i. Serving as the municipality's primary point of contact for all inquiries from the State, affordable housing providers, Administrative Agents and interested households;
 - ii. The implementation of the Affirmative Marketing Plan and affordability controls.
 - iii. When applicable, supervising any contracting Administrative Agent.
 - iv. Monitoring the status of all restricted units in the Township of Blairstown's Fair Share Plan;
 - v. Compiling, verifying and submitting annual reports as required by COAH;
 - vi. Coordinating meetings with affordable housing providers and Administrative Agents, as applicable; and
 - vii. Attending continuing education opportunities on affordability controls, compliance monitoring and affirmative marketing as offered or approved by COAH.
- (b) The Township of Blairstown shall designate by resolution of the Township Committee, subject to the approval of COAH, one or more Administrative Agents to administer newly constructed affordable units in accordance with N.J.A.C. 5:96, N.J.A.C. 5:97 and UHAC.
- (c) An Operating Manual shall be provided by the Administrative Agent(s) to be adopted by resolution of the governing body and subject to approval of COAH. The Operating Manuals shall be available for public inspection in the Office of the Municipal Clerk and in the office(s) of the Administrative Agent(s).

- (d) The Administrative Agent shall perform the duties and responsibilities of an administrative agent as are set forth in UHAC and which are described in full detail in the Operating Manual, including those set forth in N.J.A.C. 5:80-26.14, 16 and 18 thereof, which includes:
1. Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by COAH;
 2. Affirmative Marketing;
 2. Household Certification;
 3. Affordability Controls;
 4. Records retention;
 5. Resale and re-rental;
 6. Processing requests from unit owners; and
 7. Enforcement, though the ultimate responsibility for retaining controls on the units rests with the municipality.
 8. The Administrative Agent shall have authority to take all actions necessary and appropriate to carry out its responsibilities, hereunder.

Section 15. Enforcement of Affordable Housing Regulations

- (a) Upon the occurrence of a breach of any of the regulations governing the affordable unit by an Owner, Developer or Tenant the municipality shall have all remedies provided at law or equity, including but not limited to foreclosure, tenant eviction, municipal fines, a requirement for household recertification, acceleration of all sums due under a mortgage, recoupment of any funds from a sale in the violation of the regulations, injunctive relief to prevent further violation of the regulations, entry on the premises, and specific performance.
- (b) After providing written notice of a violation to an Owner, Developer or Tenant of a low- or moderate-income unit and advising the Owner, Developer or Tenant of the penalties for such violations, the municipality may take the following action against the Owner, Developer or Tenant for any violation that remains uncured for a period of 60 days after service of the written notice:
1. The municipality may file a court action pursuant to N.J.S.A. 2A:58-11 alleging a violation, or violations, of the regulations governing the affordable housing unit. If the Owner, Developer or Tenant is found by the court to have violated any provision of the regulations governing affordable housing units the Owner, Developer or Tenant shall be subject to one or more of the following penalties, at the discretion of the court:
 - i. A fine of not more than \$1,000 or imprisonment for a period not to exceed 90 days, or both. Each and every day that the violation continues or exists shall be considered a separate and specific violation of these provisions and not as a continuing offense;

- ii. In the case of an Owner who has rented his or her low- or moderate-income unit in violation of the regulations governing affordable housing units, payment into the Township of Blairstown Affordable Housing Trust Fund of the gross amount of rent illegally collected;
 - iii. In the case of an Owner who has rented his or her low- or moderate-income unit in violation of the regulations governing affordable housing units, payment of an innocent tenant's reasonable relocation costs, as determined by the court.
 - 2. The municipality may file a court action in the Superior Court seeking a judgment, which would result in the termination of the Owner's equity or other interest in the unit, in the nature of a mortgage foreclosure. Any judgment shall be enforceable as if the same were a judgment of default of the First Purchase Money Mortgage and shall constitute a lien against the low- and moderate-income unit.
- (c) Such judgment shall be enforceable, at the option of the municipality, by means of an execution sale by the Sheriff, at which time the low- and moderate-income unit of the violating Owner shall be sold at a sale price which is not less than the amount necessary to fully satisfy and pay off any First Purchase Money Mortgage and prior liens and the costs of the enforcement proceedings incurred by the municipality, including attorney's fees. The violating Owner shall have the right to possession terminated as well as the title conveyed pursuant to the Sheriff's sale.
 - (d) The proceeds of the Sheriff's sale shall first be applied to satisfy the First Purchase Money Mortgage lien and any prior liens upon the low- and moderate-income unit. The excess, if any, shall be applied to reimburse the municipality for any and all costs and expenses incurred in connection with either the court action resulting in the judgment of violation or the Sheriff's sale. In the event that the proceeds from the Sheriff's sale are insufficient to reimburse the municipality in full as aforesaid, the violating Owner shall be personally responsible for and to the extent of such deficiency, in addition to any and all costs incurred by the municipality in connection with collecting such deficiency. In the event that a surplus remains after satisfying all of the above, such surplus, if any, shall be placed in escrow by the municipality for the Owner and shall be held in such escrow for a maximum period of two years or until such earlier time as the Owner shall make a claim with the municipality for such. Failure of the Owner to claim such balance within the two-year period shall automatically result in a forfeiture of such balance to the municipality. Any interest accrued or earned on such balance while being held in escrow shall belong to and shall be paid to the municipality, whether such balance shall be paid to the Owner or forfeited to the municipality.
 - (e) Foreclosure by the municipality due to violation of the regulations governing affordable housing units shall not extinguish the restrictions of the regulations governing affordable housing units as the same apply to the low- and moderate-income unit. Title shall be conveyed to the purchaser at the Sheriff's sale, subject to the restrictions and provisions of the regulations governing the affordable housing unit. The Owner determined to be in violation of the provisions of this plan and from whom title and possession were taken by means of the Sheriff's sale shall not be entitled to any right of redemption.

- (f) If there are no bidders at the Sheriff's sale, or if insufficient amounts are bid to satisfy the First Purchase Money Mortgage and any prior liens, the municipality may acquire title to the low- and moderate-income unit by satisfying the First Purchase Money Mortgage and any prior liens and crediting the violating owner with an amount equal to the difference between the First Purchase Money Mortgage and any prior liens and costs of the enforcement proceedings, including legal fees and the maximum resale price for which the low- and moderate-income unit could have been sold under the terms of the regulations governing affordable housing units. This excess shall be treated in the same manner as the excess which would have been realized from an actual sale as previously described.
- (g) Failure of the low- and moderate-income unit to be either sold at the Sheriff's sale or acquired by the municipality shall obligate the Owner to accept an offer to purchase from any qualified purchaser which may be referred to the Owner by the municipality, with such offer to purchase being equal to the maximum resale price of the low- and moderate-income unit as permitted by the regulations governing affordable housing units.
- (h) The Owner shall remain fully obligated, responsible and liable for complying with the terms and restrictions of governing affordable housing units until such time as title is conveyed from the Owner.

Section 16. Appeals

Appeals from all decisions of an Administrative Agent designated pursuant to this Ordinance shall be filed in writing with the Executive Director of COAH.

REPEALER

All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SEVERABILITY

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

EFFECTIVE DATE

This ordinance shall take effect upon passage and publication as provided by law.

Introduced:

Adopted:

Steve Lance, Mayor

Attest:

Phyllis Pizzaia, Municipal Clerk

TOWNSHIP OF BLAIRSTOWN
“AFFIRMATIVE MARKETING PLAN”

Section __ - __. Affirmative Marketing Plan.

- A. Purpose. The affirmative marketing plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of sex, age or number of children, to housing units which are being marketed by a developer/sponsor, municipality and/or designated administrative agency of affordable housing. Blairstown's plan will address the requirements of N.J.A.C. 5:80-26.15. In addition, the plan prohibits discrimination in the sale, rental, financing or other services related to housing on the basis of race, color, sex, religion, disability, age, familial status/size, sexual orientation or national origin.
- B. Affirmative marketing plan. The Township of Blairstown is in the housing region consisting of Essex, Morris, Union and Warren Counties. The affirmative marketing program is a continuing program and will meet the following requirements:
1. Advertising and posting information.
 - (a) All newspaper articles, announcements and requests for applications for low- and moderate-income units will appear in the following daily and/or weekly regional newspapers/publications:
 - (1) Express Times
 - (2) Warren Reporter
- C. The primary marketing will take the form of at least one press release sent to the above publications and a paid display advertisement in each of the above newspapers. Additional advertising and publicity will be on an "as needed" basis.
1. The advertisement will include a description of the:
 - (a) Street address of units;
 - (b) Direction to housing units;
 - (c) Number of bedrooms per unit;
 - (d) Range of prices/rents;
 - (e) Size of units;
 - (f) Income information; and
 - (g) Location of applications including business hours and where/how applications may be obtained.

2. All newspaper articles, announcements and requests for applications for low and moderate income housing will appear in the following neighborhood-oriented mediums. In addition, local religious publications and organizational newsletters within the region will also be requested to assist in the effort.
 - (a) Township website
 - (b) Packet Publications
- D. The following is the location of where applications, brochure(s), signs(s) and/or poster(s) used as part of the affirmative marketing program including specific employment centers within the region of Essex, Morris, Union and Warren Counties will be displayed:
 1. Blairstown Municipal Building
 2. Warren County Library Headquarters
 3. Developer's sales office
 4. Major employers in the region
- E. The following is a listing of community organizations in Essex, Morris, Union and Warren Counties, that will aid in the affirmative marketing program, with particular emphasis on contacts that will reach out to groups that are least likely to apply for housing within the region:
 1. Catholic Social Services
 2. American Red Cross
 3. Center for Family Services
 4. Volunteers of America
- F. Quarterly flyers and applications will be sent to each of the following agencies for publication in their journals and for circulation among their members:
 1. Board of Realtors in Essex, Morris, Union and Warren Counties
 2. Catholic Social Services
 3. American Red Cross
 4. Center for Family Services
 5. Volunteers of America
- G. Mailing applications. Applications will be mailed to prospective applicants upon request. Additionally, while openings or waiting lists are being developed, and potential applicants solicited, quarterly informational circulars and applications will be sent to the chief administrative employees of each of the following agencies in Essex, Morris, Union and Warren Counties:
 1. Welfare or Social Service Boards
 2. Rental Assistance Office (local office of DCA)
 3. Office on Aging for the Counties
 4. Housing Agency or Authority

5. Warren County Administrative Services Building
 6. Morris County Administrative Services Building
 7. Area Community Action Agencies and Community Action Programs
- H. Selection process. The Township, through an agent to be appointed ("the township's housing agent"), shall be responsible for implementing and conducting the selection process that will be used to select occupants of the low- and moderate-income housing. Following is a description of the random selection method that will be used to select occupants of low- and moderate-income housing.
1. After advertising is implemented, applications are accepted for 60 days.
 2. All applications are reviewed and households are either certified or informed of non-eligibility. (The certification is valid for 180 days and may be renewed up updating income verification information.)
 3. Eligible households are placed in applicant pools based upon the number of bedrooms needed.
 4. When a unit is available only the certified household in need of that type of unit are selected for a lottery.
 5. Households are informed of date, time and location of the lottery and invited to attend.
 6. After the lottery is concluded, the first household selected is given 10 days to express interest or disinterest in the unit. (If the first household does not accept the unit the process continues until a certified household selects the unit.)
- I. The Township is ultimately responsible for administering the affirmative marketing program. The Township's housing agent, in administering the affirmative marketing program, shall have the responsibility to:
1. Income qualify low- and moderate-income households;
 2. Place income eligible households in low- and moderate-income units upon initial occupancy;
 3. Provide for the initial occupancy of low- and moderate-income units with income qualified households;
 4. Continue to qualify households for re-occupancy of units as they become vacant during the period of affordability controls;
 5. Assist with advertising and outreach to low- and moderate-income households; and
 6. Enforce the terms of the deed restriction and mortgage loan as per N.J.A.C. 5:80-26.1 et seq.
- J. The Township's housing agent will also coordinate and provide linkage to low- and moderate-income applicants to receive counseling on subjects such as budgeting, credit issues, mortgage qualification, responsibilities of homeownership, rental lease requirements, and landlord/tenant law. The Township's housing agent will develop the waiting list and select applicants for the qualification process on a first come first served basis. The superintendent of planning within the Township is the designated housing officer to act as liaison to the responsible developer(s) and the Township's housing agent.

- K. Households who live or work in the COAH-established housing region may be given preference for sales and rental units constructed within that housing region.
- L. Applicants living outside the housing region will have an equal opportunity for units after regional applicants have been initially serviced. The Township of Blairstown intends to comply with all UHAC regulations, N.J.A.C. 5:80-26.1 et. seq.; and
- M. All developers of low- and moderate-income housing units will be required to assist the township's housing agent in the marketing of the affordable units in their respective developments.
- N. Commencement of marketing plan. The marketing program will commence at least 120-days before the issuance of either temporary or permanent certificates of occupancy. The marketing program will continue until all low- and moderate-income housing units are initially occupied and for as long as affordable units are deed restricted and occupancy or re-occupancy of units continues to be necessary. The responsible developer(s) will assist the Township's housing agent in complying with monitoring and reporting requirements as per N.J.A.C. 5:96-11.